

# Academic Calendar Fall 2009

**Note: All offices are closed on Saturdays and Sundays. All transactions must occur online.  
All email correspondence will be sent to UTD email address**

## Classes Begin

Full-term session ..... Thursday, August 20  
1st 8-week session ..... Thursday, August 20  
2nd 8-week session ..... Monday, October 19

## Census Day

Full-term session ..... Friday, September 4  
1st 8-week session ..... Thursday, August 27  
2nd 8-week session ..... Monday, October 26

## Web Registration Begins

Degree-seeking graduates ..... Monday, April 6  
Seniors & non-degree seeking graduates ..... Monday, April 13  
Juniors & sophomores ..... Monday, April 20  
Freshmen &  
non-degree seeking undergraduates ..... Monday, April 27

## Last Day for Regular Registration

Full-term session ..... Tuesday, August 18  
1st 8-week session ..... Tuesday, August 18  
2nd 8-week session ..... Tuesday, October 13

## Late Registration

*If you register or add during late registration, payment is due the same day you register. You will be assessed a minimum \$100 late payment fee. See Bursar's Office information.*  
Full-term session ..... Wed., Aug. 19 – Thurs., Aug 27  
1st 8-week session ..... Wed., Aug. 19 – Thurs., Aug 27  
2nd 8-week session ..... Wed., Oct. 14 – Mon., Oct. 26

## Last Day to Add a Course

*If you register or add during late registration, payment is due the same day you register. You will be assessed a minimum \$100 late add fee. See Bursar's Office information.*  
Full-term session ..... Thursday, August 27  
1st 8-week session ..... Thursday, August 27  
2nd 8-week session ..... Monday, October 26

## Drop/Withdrawal Deadlines

*Please check Comet calendar for signature procedures.*

## Full-Term Session

Last day to drop a class without a "W" ..... Friday, Sept. 4  
"Signature required" period to withdraw from  
UG courses ..... Tues., Sept. 8 – Thurs., Oct. 22  
Undergraduate course WP/WF  
withdrawal period begins ..... Thursday, September 17  
Last day to withdraw from an undergraduate  
course with WP/WF ..... Thursday, October 22  
Last day to withdraw from a graduate  
course with an automatic "W" ..... Monday, November 9

## 1st 8-Week Session

Last day to drop a class without a "W" ..... Thursday, Aug. 27  
"Signature required" period to withdraw from  
UG courses ..... Fri., Aug. 28 – Mon., Sept. 28  
Undergraduate course WP/WF  
withdrawal period begins ..... Thursday, September 10  
Last day to withdraw from an undergraduate  
course with WP/WF ..... Monday, September 28  
Last day to withdraw from a graduate  
course with an automatic "W" ..... Wednesday, Sept. 30

## 2nd 8-Week Session

Last day to drop a class without a "W" ..... Monday, Oct. 26  
"Signature required" period to withdraw from  
UG courses ..... Tues., Oct. 27 – Mon., Nov. 23  
Undergraduate course WP/WF  
withdrawal period begins ..... Thursday, November 5  
Last day to withdraw from an undergraduate  
course with WP/WF ..... Monday, November 23  
Last day to withdraw from a graduate  
course with an automatic "W" ..... Monday, November 30

## Last Day of Classes

*These dates do not include final exams.*  
Full-term session ..... Monday, December 7  
1st 8-week session ..... Saturday, October 10  
2nd 8-week session ..... Monday, December 7

## Reading Days (Study days prior to final exams)

Full-term & 2<sup>nd</sup> 8-week sessions only ..... Tues. & Wed., Dec. 8 & 9

## Final Exams

Full-term session ..... Thurs., Dec. 10 – Wed., Dec. 16  
1st 8-week session ..... Mon., Oct. 12 – Sat., Oct. 17  
2nd 8-week session ..... Thurs., Dec. 10 – Wed., Dec. 16

## Midterm Grades Due

**All midterm grades must be submitted online by 10:00 AM.**  
Midterm (undergraduate courses only) ..... Wed., Oct. 14

## Final Grading Period

**All grades must be received by Wednesday, December 23.**  
Full-term session ..... Thurs., Dec. 10 – Wed., Dec. 23  
1st 8-week session ..... Mon., Oct. 12 – Fri., Oct. 23  
2nd 8-week session ..... Thurs., Dec. 10 – Wed., Dec. 23

## Grades Available Online

Midterm (undergraduates only) ..... Wednesday, October 14  
Full-term session ..... Thurs., Dec. 10 – Wed., Dec. 23  
1st 8-week session ..... Mon., Oct. 12 – Fri., Oct. 23  
2nd 8-week session ..... Thurs., Dec. 10 – Wed., Dec. 23

## Graduation/Commencement

**All Fall 2009 Sessions**  
Graduation application deadline ..... Monday, August 31  
Commencement ..... Fri. & Sat., Dec. 18 & 19  
Doctoral hooding ceremony ..... Friday, Dec. 18  
Last day to request scheduling of  
final doctoral oral examination at  
Graduate Dean's Office, FA 3.104 ..... Tuesday, Nov. 3  
Doctoral students must conduct  
final doctoral exam, FA 3.104 ..... Tuesday, Nov. 17  
Final doctoral dissertation copies due at  
Graduate Dean's Office, FA 3.104 ..... Tuesday, Nov. 24  
Final master's thesis copies due at  
Graduate Dean's Office, FA 3.104 ..... Friday, Dec. 4

## University Closings

Winter break ..... Mon., Dec. 21, 2009 – Fri. Jan. 1, 2010  
Labor Day ..... Monday, September 7  
Thanksgiving holidays ..... Thurs., Nov. 26 – Sat., Nov. 28

## Incompletes

Incomplete grades due for undergraduates and graduates from  
previous long semester and summer ..... Monday, October 19

# Payment and Refund Calendar Fall 2009

## Bursar's Schedule

As of Wednesday, July 29 bills will be available at [www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay). Bills are no longer mailed. Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting August 14, 2009.

## Payment Options

For details see <http://www.utdallas.edu/finance/bursar/paymentoptions.html?third=4>

## Payment Due Dates\*

Students taking courses in combined sessions in the semester should adhere to deadlines for the earlier session. **You must pay by the published deadline to avoid possible dropping of classes and/or late fees.** Bills, tuition and fees balances may be accessed through your account on-line ([www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay)). If you add a course to your schedule, you must make a payment the same day or you will be assessed a \$100 late fee and your courses may be canceled

**UTD Employee Deadline** ..... Friday, August 21  
Employees who have not paid by August 21 will be assessed all applicable late fees.

## Full-Term Session

Early Registration Payment Deadline .....Wed. Aug. 5  
Registration Payment Deadline..... Tues. Aug 18  
Financial Aid Recipients\*\* ..... Fri. Sept. 4  
Late Payment fee required beginning:  
\$100 ..... Wednesday, Aug. 19  
\$150 ..... Tuesday, Aug.25  
\$200 ..... Saturday, Aug. 29  
\$250 ..... Friday, Sept. 4

## 1st 8-Week Session Only

Early Registration Payment Deadline .....Wed. Aug. 5  
Registration Payment Deadline..... Tues. Aug 18  
Financial Aid Recipients\*\* ..... Fri. Sept. 4  
Late Payment fee required beginning:  
\$100 ..... Wednesday, Aug. 19  
\$150 ..... Tuesday, Aug.25

## 2nd 8-Week Session Only

Early Registration Payment Deadline .....Wed. Aug. 5  
Registration Payment Deadline..... Thurs. Oct. 15  
Financial Aid Recipients\*\* ..... Mon. Oct.26  
Late Payment fee required beginning:  
\$100 ..... Friday, Oct. 16  
\$150 ..... Thursday, Oct.22

\*\*Financial Aid recipients who have met the necessary requirements have an extended deadline to allow time for their aid funds to be awarded. However, if the financial aid funds are not awarded by the above deadline, alternative payment arrangements must be made to avoid possible cancellation of classes and/or late fees.

## Installment Payment Deadlines

The installment plan is only available for those students who are enrolled in the Full-term session. You must sign an installment contract and pay a minimum of 50% of your tuition plus a \$25 service fee by the dates below, even if you do not receive a bill. Late fees will be assessed to students who have not been set up on the installment contract, even if they have paid 50% of their tuition and fees. If you add a course to your schedule, you must make a payment the same day or you will be assessed a \$100 late fee and your courses may be canceled.

First installment payment deadline

Early Registration.....Wed. Aug. 5

Regular registration..... Tues. Aug 18

Second installment payment deadline..... TBD

Third installment payment deadline..... TBD

## Refund Schedule

Refunds for dropping or withdrawing from the University will be generated once classes begin. The amount depends on whether or not you remain enrolled in other courses. If you drop a class and later withdraw, your refund will reflect the combination of dropped classes and the remaining hours at the time of withdrawal. If you drop all of your courses (withdraw from school) online, your account balance will need to be adjusted. This refund policy is per the Education code Section 54.006 of the Texas Statutes.

## Dropping a course(s)

If you drop a course(s) but remain in at least one other session course, you will receive a 100% refund until the following dates.

Full-Term Session ..... Friday, September 4

1st 8 Week Session..... Thursday, August 27

2nd 8 week Session ..... Monday, October 26

## Complete Withdrawal

If you drop or withdraw from all your courses for the semester.

## Full-Term Session

100% refund through ..... Wednesday, Aug. 19

80% refund through ..... Wednesday, Aug. 26

70% refund through ..... Wednesday, Sept. 2

50% refund through ..... Thursday, Sept. 10

25% refund through ..... Thursday, Sept. 17

## 1st 8-Week Session

100% refund through ..... Wednesday, Aug. 19

80% refund through ..... Monday, Aug. 24

50% refund through ..... Thursday, Aug. 27

## 2nd 8-Week Session

100% refund through ..... Sunday, Oct. 18

80% refund through ..... Wednesday, Oct. 21

50% refund through ..... Monday, Oct. 26