

# Academic Calendar Spring 2011

**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 ..... Monday, January 10  
1st 8-week session ..... Monday, January 10  
2nd 8-week session ..... Monday, March 7

## Census Day

Full-term session ..... Wednesday, January 26  
1st 8-week session ..... Tuesday, January 18  
2nd 8-week session ..... Monday, March 21

## Web Registration Begins

Enrollment appointments assigned ..... Thursday, October 28  
**All students should check their enrollment appointment details in Orion for the date and time they can begin registering.**  
Online add/drops/swaps ends ..... Sunday, January 9

## Last Day for Regular Registration

Full-term session ..... Thursday, January 6  
1st 8-week session ..... Thursday, January 6  
2nd 8-week session ..... Thursday, March 3

## Late Registration and Last Day to Add/Swap (Not online)

*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 ..... Fri, Jan 7 – Tues, Jan 18  
1st 8-week session ..... Fri, Jan 7 – Thurs, Jan 13  
2nd 8-week session ..... Fri, March 4 – Thurs, March 10

## Drop/Withdrawal Deadlines

*Please check Comet calendar for signature procedures.*

### Full-Term Session

Last day to drop a class without a "W" ..... Wed, Jan 26  
Undergraduate Courses  
Signatures required ..... Thurs, Jan 27 – Tues, March 22  
WP/WF Begins ..... Monday, February 14  
WP/WF Ends ..... Tues, March 22  
Graduate Courses  
Withdrawal Ends ..... Monday, April 4

### 1st 8-Week Session

Last day to drop a class without a "W" ..... Tues, Jan 18  
Undergraduate Courses  
Signatures required ..... Wed, Jan 19 – Tues, Feb 15  
WP/WF Begins ..... Monday, January 31  
WP/WF Ends ..... Tuesday, February 15  
Graduate Courses  
Withdrawal Ends ..... Tuesday, February 15

### 2nd 8-Week Session

Last day to drop a class without a "W" ..... Monday, March 21  
Undergraduate Courses  
Signatures required ..... Tues, Mar 22 – Mon, Apr 18  
WP/WF Begins ..... Friday, April 1  
WP/WF Ends ..... Monday, April 18  
Graduate Courses  
Withdrawal Ends ..... Monday, April 18

## Last Day of Classes (Not including final exams)

Full-term session ..... Monday, May 2  
1st 8-week session ..... Saturday, February 26  
2nd 8-week session ..... Monday, May 2

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

Full-term & 2<sup>nd</sup> 8-week sessions only.. Tues, May 3 – Wed, May 4

## Final Exams

Full-term session ..... Thurs, May 5 – Wed, May 11  
1st 8-week session ..... Mon, Feb 28 – Sat, March 5  
2nd 8-week session ..... Thurs, May 5 – Wed, May 11

## Mid-Term Grades Due

**All midterm grades must be submitted online by 10:00 AM.**  
Midterm (undergraduate courses only) ..... Friday, March 11

## Final Grading Period

Full-term session ..... Thurs, May 5 – Wed, May 18  
1st 8-week session ..... Mon, Feb 28 – Sat, March 5  
2nd 8-week session ..... Thurs, May 5 – Wed, May 18

## Grades Available Online

Midterm (undergraduates only) ..... Friday, March 4  
Full-term session ..... Thurs, May 5 – Wed, May 18  
1st 8-week session ..... Mon, Feb 28 – Sat, March 5  
2nd 8-week session ..... Thurs, May 5 – Wed, May 18

## Graduation/Commencement (All Spring 2011 Sessions)

Honors Convocation ..... Friday, May 13  
Commencement ..... Friday, May 13 – Saturday, May 14  
Commencement RSVP Deadline ..... Wednesday, April 6  
Commencement Ticket Pick Up ..... Mon, April 18 – Fri, April 22  
Doctoral hooding ceremony ..... Thursday, May 12

## Spring 2011 and Summer 2011 deadlines to turn in to Registrar's Office:

Graduation Application ..... Wednesday, Jan 19  
Summer 2011 Intent to Walk ..... Wednesday, Jan 19  
Spring 2011 In Absentia ..... Wednesday, Jan 19

## The following deadlines require visitation to the Graduate Dean's Office, FA 3.104:

Last day to request scheduling of  
final doctoral oral examination ..... Friday, March 25  
Doctoral students must conduct  
final doctoral exam ..... Friday, April 8  
Final doctoral dissertation copies due ..... Friday, April 15  
Final master's thesis copies due ..... Friday, April 22

## University Closings

Martin Luther King Day ..... Monday, January 17  
**No Classes:**  
Spring break ..... Mon, March 14 – Sat, March 19

## Incompletes

Incomplete grades due for undergraduates and graduates from previous long semester ..... Mon, March 7

# Payment and Refund Calendar Spring 2011

## Bursar's Schedule

Starting Wednesday, December 8 bills will be available at [www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay), bills will not be mailed. Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting January 10, 2011.

## Payment Options

For details see

<http://www.utdallas.edu/finance/bursar/payment-options.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

Employees who have not paid by Tues., Jan. 11 will be assessed all applicable late fees.

### Full-Term Session

Early Registration Payment Deadline .... Tues., Dec. 21  
Registration Payment Deadline..... Thurs., Jan. 6  
Financial Aid Recipients\*\* ..... Wed., Jan. 26  
Late Payment fee required beginning:  
\$100 ..... Fri., Jan. 7  
\$150 ..... Thurs., Jan.13  
\$200 ..... Thurs., Jan. 20  
\$250 ..... Wed., Jan 26

### 1st 8-Week Session Only

Early Registration Payment Deadline .... Tues., Dec. 21  
Registration Payment Deadline..... Thurs., Jan. 6  
Financial Aid Recipients\*\* ..... Wed., Jan. 26  
Late Payment fee required beginning:  
\$100 ..... Fri., Jan. 7  
\$150 ..... Thurs., Jan.13

### 2nd 8-Week Session Only

Early Registration Payment Deadline .... Tues., Dec. 21  
Registration Payment Deadline..... Thurs., March 3  
Financial Aid Recipients\*\* ..... Mon., March 21  
Late Payment fee required beginning:  
\$100 ..... Fri., March 4  
\$150 ..... Thurs., March 10

\*\*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. To take advantage of this plan, you must sign an installment contract online through EZPAY ([www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay)) and pay a minimum of 34% 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 set up and signed an installment contract online, even if the required first payment has been made by the deadline. 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. NOTE: Installment plans are no longer available at the Bursar's Office, and must be filled out online.

First installment payment deadline

Early Registration..... Tues., Dec. 21  
Regular registration..... Thurs., Jan 6  
Second installment payment deadline..... Wed., Feb. 16  
Third installment payment deadline..... Wed., March 23

## 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 ..... Wed., Jan. 26  
1st 8 Week Session..... Tues., Jan. 18  
2nd 8 week Session ..... Mon., March 21

## Complete Withdrawal

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

### Full-Term Session

100% refund through ..... Sun., Jan. 9  
80% refund through ..... Fri., Jan. 14  
70% refund through ..... Mon., Jan. 24  
50% refund through ..... Mon., Jan 31  
25% refund through ..... Mon., Feb. 7

### 1st 8 Week Session

100% refund through ..... Sun., Jan. 9  
80% refund through ..... Wed., Jan. 12  
50% refund through ..... Tues., Jan. 18

### 2nd 8 Week Session

100% refund through ..... Sun., March 6  
80% refund through ..... Wed., March 9  
50% refund through ..... Mon., March 21