Academic Calendar Spring 2019

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 14
1st 8-week session ...................................... Monday, January 14
2nd 8-week session ...................................... Monday, March 11

Web Registration
Enrollment appointments available online. Monday, October 22 All students should check their enrollment appointment details in Orion for the date and time they can begin registering.
Schedule Planner Available ...................... Monday, October 22
Online add/drops/swaps ends .................... Tuesday, January 22

Last Day for Re-admission/Re-entry ...... Friday, Jan. 4

Last Day to drop a class without a “W” ........... Wed. Jan. 30
Undergraduate Courses
WL Begins .............................................. Tuesday, Feb. 26
WL Ends .............................................. Thursday, March 28
Graduate Courses
Withdrawal Ends ..................................... Thursday, March 28

Drop/Withdrawal Deadlines
Please check Comet calendar for signature procedures.

Full-Term Session
Last day to drop a class without a “W” ........... Wed. Jan. 30
Undergraduate Courses
WL Begins .............................................. Tuesday, Feb. 26
WL Ends .............................................. Thursday, March 28
Graduate Courses
Withdrawal Ends ..................................... Thursday, March 28

Graduation/Commencement (All Spring 2019 Sessions)
Graduation Application ......................... Wednesday, January 23
Last day to change your primary name
which will be printed on your diploma ......... Monday, February 25
Honors Convocation ................................. Monday, May 13
Commencement Activities ....................... Mon. May 13 – Fri. May 17
Commencement tickets available online ....... Monday, April 15
Doctoral hooding ceremony ...................... TBA
Degree conferral date ............................... Saturday, May 18

All students should check their enrollment appointment details in Orion for the date and time they can begin registering.

Final Exams
Full-term session .................. Mon. May 6 – Sat. May 11
1st 8-week session ...................... Mon. Mar. 4 – Sat. Mar. 9
2nd 8-week session ...................... Mon. May 6 – Sat. May 11

Mid-Term Grades Due and Viewable Online
All midterm grades must be submitted online.
Midterm (undergraduate courses only) ..... Wednesday, March 13

Reading Days (Study days prior to final exams)
Full-term & 2nd 8-week sessions only .......... Saturday, May 4

First Day of Classes (Not including final exams)
Full-term session .................................. Friday, May 3
1st 8-week session .................................. Sunday, March 3
2nd 8-week session .................................. Friday, May 3

Final Days (Study days prior to final exams)
Full-term & 2nd 8-week sessions only ......... Saturday, May 4

Final Grading Period
All grades must be received by Wednesday, May 15.
Full-term session .................. Mon. May 6 – Wed. May 15
1st 8-week session ...................... Mon. Mar. 4 – Sat. Mar. 9
2nd 8-week session ...................... Mon. May 6 – Wed. May 15

Incomplete grades due for undergraduates and graduates from previous long semester ............... Monday, March 11

Incompletes
Incomplete grades due for undergraduates and graduates from previous long semester ............... Monday, March 11

The following deadlines must be met by the dates listed and require visitation to the Office of Graduate Studies (OGS) website www.utdallas.edu/ogs:
Last day to request scheduling of final doctoral oral examination ............ Tuesday, March 26
Last day to conduct final doctoral exam ........................................... Tuesday, April 9
Final day to upload final version of dissertation for review by OGS ........ Thursday, April 18
Final day to receive approval of final version of dissertation by OGS ........ Tuesday, April 23
Final day to upload final version of master’s thesis for review by OGS....... Tuesday, April 23
Final day to receive approval of final version of master’s thesis by OGS .... Tuesday, April 30

University Closings
Martin Luther King Day ......................... Monday, January 21
No Classes:
Spring break ............ Monday, March 18 – Sunday, March 24

Spring break ............ Monday, March 18 – Sunday, March 24

Incompletes
Incomplete grades due for undergraduates and graduates from previous long semester ............... Monday, March 11

Undergraduate Courses
Approval required .......... Tues. Mar. 26 – Mon. April 22
WL Begins .............................................. Tuesday, April 9
WL Ends .............................................. Monday, April 22
Graduate Courses
Withdrawal Ends ..................................... Monday, April 22

2nd 8-Week Session
Last day to drop a class without a “W” ........... Mon. Mar. 25
Undergraduate Courses
Approval required .......... Tues. Mar. 26 – Mon. April 22
WL Begins .............................................. Tuesday, April 9
WL Ends .............................................. Monday, April 22
Graduate Courses
Withdrawal Ends ..................................... Monday, April 22

1st 8-Week Session
Last day to drop a class without a “W” ........... Tues. Jan. 22
Undergraduate Courses
Approval required .......... Wed. Jan. 23 – Mon. Feb. 18
WL Begins .............................................. Tuesday, February 5
WL Ends .............................................. Monday, February 18
Graduate Courses
Withdrawal Ends ..................................... Monday, February 18

Census Day (State Reporting Date)
Full-term session ...................................... Wednesday, January 30
1st 8-week session ...................................... Tuesday, January 22
2nd 8-week session ...................................... Monday, March 25

Last Day for Re-admission/Re-entry ...... Friday, Jan. 4

Last Day for Regular Registration
Full-term session ...................................... Thursday, January 10
1st 8-week session ...................................... Thursday, January 10
2nd 8-week session ...................................... Thursday, March 7

Late Registration and Last Day to Add/Swap
If you register or add during late registration, payment is due the same day you register. You will be assessed a minimum $100 late registration fee. See Bursar’s Office information.
2nd 8-week session ...................... Fri. Mar. 8 – Mon. Mar. 25

Reading Days (Study days prior to final exams)
Full-term & 2nd 8-week sessions only .......... Saturday, May 4
Payment and Refund Calendar Spring 2019

Bursar’s Schedule
As of Thursday, Dec 6th, electronic bills will be available at www.utdallas.edu/ezpay. Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting January 14th.

Payment Options
For details see http://www.utdallas.edu/bursar/payments/payment-options/

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 late fees and/or possible dropping of classes. Students should NOT expect classes to be automatically dropped for non-payment. Please be advised it is the student’s responsibility to confirm that s/he has been dropped from all classes for nonpayment to avoid being assessed late fees or penalties. Bills, tuition and fees balances may be accessed through your account on-line (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 Full Time Employee Deadline... Thursday, Jan.24
Employees who have not paid by January 24th will be assessed all applicable late fees.

Full-Term Session
Early Registration Payment Deadline ... Wednesday, Dec 19
Registration Payment Deadline .................Thursday, Jan 10
Financial Aid Recipients** .....................Thursday, Jan 24
Late Payment fee required beginning:
$100 .............................................Friday, Jan 11
$150 .............................................Thursday, Jan 17
$200 .............................................Thursday, Jan 24
$250 .............................................Wednesday, Jan 30

1st 8-Week Session Only
Early Registration Payment Deadline ... Wednesday, Dec 19
Registration Payment Deadline .................Thursday, Jan 10
Financial Aid Recipients** .....................Thursday, Jan 24
Late Payment fee required beginning:
$100 .............................................Friday, Jan 11
$150 .............................................Thursday, Jan 17

2nd 8-Week Session Only
Registration Payment Deadline .................Thursday, Mar 07
Financial Aid Recipients** .....................Monday, Mar 25
Late Payment fee required beginning:
$100 .............................................Friday, Mar 08
$150 .............................................Thursday, Mar 14

**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.

Other Charges Deadline: Insurance, Meal Plan and Housing charges must be paid in full by Jan. 24th or an installment plan in effect to avoid late fee charges.

Payment Plans
Installment Payment Deadlines
The installment plan allows students to split their tuition and fee bill into four equal installments. The plan is only available for those students who are enrolled in the Full-term session. To enroll you must officially sign up for the installment contract online through EZPAY (www.utdallas.edu/ezpay) and pay the 1st installment due plus a $25 service fee by the dates below. Simply making payment of ¼ of the balance does not protect against cancellation. If you add a course to your schedule, you must check EZPAY for the new installment amounts to be paid or your courses may be canceled. Note: Installment plans are only available online through EZPAY.

First installment payment deadline
Early Registration ..................................Wednesday, Dec. 19
Regular registration ..................................Thursday, Jan 10
Second installment payment deadline .............Wednesday, Feb 20
Third installment payment deadline .............Wednesday, Mar 20
Fourth installment payment deadline.............Wednesday, Apr 17

Short Term Loan Payment Deadline
The short term loan allows a student to extend their payment deadline and make one lump sum payment. The plan is only available through Orion under Self Service/Campus Finances/Enroll in Payment Plan. There is a 1.25% origination fee to enroll in the plan.

Short Term Loan Due Date...............Wednesday, Mar 20

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...............Wednesday, Jan 30
1st 8 Week Session .................Tuesday, Jan 22
2nd 8 week Session...............Monday, Mar 25

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

Full-Term Session
100% refund through.....................Sunday, Jan 13
80% refund through.....................Friday, Jan 18
70% refund through....................Monday, Jan 28
50% refund through....................Monday, Feb 04
25% refund through....................Monday, Feb 11

1st 8-Week Session
100% refund through ..................Sunday, Jan 13
80% refund through.....................Wednesday, Jan 16
50% refund through.....................Tuesday, Jan 22

2nd 8-Week Session
100% refund through.....................Sunday, Mar 10
80% refund through.....................Wednesday, Mar 13
50% refund through.....................Monday, Mar 18