

**CLARK ATLANTA UNIVERSITY
ACADEMIC CALENDAR**

FALL SEMESTER 2012

AUGUST 2012

- 1 Cancellation of Classes for Students Not Financially Enrolled for Fall 2012
- 9 Faculty Returns
- 9 Faculty and Staff Fall Opening Institute at 9:00AM
- 10 School and Department Meetings
- 12 Residence Halls Open at 8:00 AM for New Students
- 13-14 New Student Orientation for Fall 2012
- 14 New Students Finalize Registration and Financial Enrollment
- 14 New Faculty Orientation
- 15-21 CAU Experience and Orientation
- 17 University Effectiveness Committee Meeting
- 17 ETS Proficiency Profile Test (Required for all New Freshmen)
- 18 Residence Halls Open at Noon for Returning Students
- 21 Last Day of Late Registration (Late Fees Apply)
- 21 Final Cancellation of Classes for Students Not Financially Enrolled for Fall 2012 at the Close of Business Day
- 21 Orientation for 2012-13 Academic Program Reviews
- 22 Classes Begin – First Day of Classes
- 22 Faculty Begin Entry of Student Attendance in Banner (Mandatory)
- 22 Official Course Drop/Add Period Begins for Registered Students and Cross-Registration (Ends August 31, 2012)
- 23 TracDat Training for Strategic & Annual Assessment Plan Phase I (FY 2013-14 Action Plans & Budgets)
- 23 TracDat Strategic & Annual Assessment Plan Phase I for FY 2013-14 Cycle Opens (Closes, Dec. 14, 2012)
- 24 Orientation for 2012-13 Administrative and Educational Support (AES) Units Periodic Reviews
- 31 Official Course Drop/Add Period Ends for Registered Students and Cross-Registration

SEPTEMBER 2012

- 3 Labor Day Holiday
- 4 Official Course Withdrawal Period Begins (Ends November 5, 2012)
- 6 Faculty Complete Entry of Student Attendance in Banner (Mandatory)
- 7 Academic Program Reviews Presentation Retreat
- 7 School Deans Submit Spring 2013 Class Schedule to the Registrar
- 18 Opening Convocation
- 21 School Deans and Department Chairs Submit December 2012 and May 2013 Graduation Applications to the Registrar
- 21 Fall Enrollment Census Day
- 24 December 2012 Graduating Candidates Submit Theses and Dissertations to Academic Departments
- 26 Last Day for Spring Admissions Applications
- 28 Academic Departments Submit List of Textbooks and Instructional Materials to CAU Bookstore Manager for Spring 2013 Semester

OCTOBER 2012

- 1-6 Homecoming Week
- 8-12 Mid-Semester Examinations Week
- 12 University Effectiveness Committee Meeting
- 15 Deadline for Financial Aid Applications
- 18-19 Board of Trustees Meeting
- 22 Mid-Term Grades due to the Registrar via Banner Web
- 22 Academic Advisement Opens for Spring 2013
- 29 Registration Opens for Spring 2013
- 29 Academic Departments Submit Approved Theses and Dissertations for December 2012 Graduating Candidates to School Deans

NOVEMBER 2012

- 5 Official Course Withdrawal Period Ends for Fall 2012
- 12-16 Student Evaluation of Instruction Week
- 16 School Deans Submit Summer 2013 and Fall 2013 Course Schedules to the Registrar
- 19 School Deans Submit Student Evaluations of Instruction to the Office of Academic Affairs
- 22-23 Thanksgiving Holiday
- 26 Classes Resume
- 26 School Deans Submit Approved Theses and Dissertations for December 2012 Graduating Candidates to the Office Graduate Dean
- 28 Last Day of Classes
- 29-30 Reading Period
- 30 First Cancellation of Classes for Returning Students Not Financially Enrolled for Spring 2013 at the Close of Business Day

DECEMBER 2012

- 1 First Day of Late Registration for Spring Semester 2012 (Late Fees Apply)
- 3-7 Final Examinations Week
- 7 Fall 2012 Semester Ends
- 8 Residence Halls Close at Noon
- 10 School Deans and Department Chairs Submit July 2013 Graduation Applications to the Registrar
- 10 Deadline: Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 10 Last Day for Faculty after Final Grades Submission
- 14 TracDat Strategic & Annual Assessment Plan Phase I Cycle Closes for FY 2013-14 Action Plans & Budgets
- 24-25 Christmas Holidays for Staff According to Work Responsibilities
- 31-Jan 1 New Year's Holidays for Staff According to Work Responsibilities

SPRING SEMESTER 2013**JANUARY 2013**

- 2 Faculty and Staff Returns
- 2 Faculty and Staff Spring Opening Institute at 9:00 AM
- 3-4 Faculty and Staff Workshops and Pre-planning Sessions
- 7-15 Schools and Departmental Meetings and Semester Start Activities
- 12 Residence Halls Open at Noon
- 14 University Effectiveness Committee Meeting
- 14-15 New Student Orientation
- 15 New Faculty Orientation
- 15 Last Day of Late Registration (Late Fees Apply)
- 15 Second Cancellation of Classes for Students Not Financially Enrolled for Spring 2013 at the Close of Business Day
- 16 Classes Begin – First Day of Classes
- 16 Faculty Begin Entry of Student Attendance in Banner (Mandatory)
- 16 Official Course Drop/Add Period Begins for Registered Students and Cross-Registration (Ends January 25, 2013)
- 21 Dr. Martin Luther King, Jr. Holiday Observance
- 25 Official Course Drop/Add Period Ends for Registered Students and Cross-Registration
- 25 Final Cancellation of Classes for Students Not Financially Enrolled for Spring 2013 at the Close of Business Day
- 28 Official Course Withdrawal Period Begins (Ends March 25, 2013)
- 28 May 2013 Graduating Candidates Submit Theses and Dissertations to Academic Departments
- 31 Faculty Complete Entry of Student Attendance in Banner (Mandatory)

FEBRUARY 2013

- 1 Spring Enrollment Census Day
- 13 Deadline for Completing Summer and Fall 2013 Financial Aid Applications for Returning Students
- 18 Academic Departments Submit Approved Theses and Dissertations for May 2013 Graduating Candidates to School Deans
- 21-22 Board of Trustees Meeting
- 22 Academic Program Reviews Presentation Retreat
- 23 ETS Proficiency Profile Test (Required of all Juniors)
- 27 Deadline for Submitting Summer and Fall 2013 Undergraduate Admissions Applications

MARCH 2013

- 4-8 Mid-Semester Examinations Week
- 11-15 Spring Break
- 18 Classes Resume
- 18 Mid-Term Grades due to the Registrar via Banner Web
- 18 Academic Advisement Opens for Summer and Fall 2013
- 18-22 Founders Week
- 21 Founders Day Convocation
- 25 Pre-Registration Opens for Summer and Fall 2013
- 23 Senior Exit Examination (Major Field Test)
- 25 Official Course Withdrawal Period Ends for Spring 2013

- 25 School Deans Submit Approved Theses and Dissertations for May 2013 Graduating Candidates to the Office of Graduate Dean
- 26 Deadline for Submitting Fall and Summer 2013 Graduate Admissions Applications
- 29 Good Friday Holiday

APRIL 2013

- 1 Academic Departments Submit List of Textbooks and Instructional Materials to CAU Bookstore Manager for Summer 2013 and Fall 2013 Semesters
- 12 University Effectiveness Committee Meeting
- 15-19 Student Evaluation of Instruction Week
- 19 TracDat Training for Strategic & Annual Assessment Plan Phase II (FY 2012-13 Results & Uses of Results)
- 19 TracDat Strategic & Annual Assessment Plan Phase II for FY2012-13 Cycle Opens (Closes, June 28, 2013)
- 22 School Deans Submit Student Evaluations of Instruction to the Office of Academic Affairs

MAY 2013

- 1 Last Day of Classes
- 2-3 Reading Period
- 2-4 Senior Final Examinations Period
- 6-10 Final Examinations Week
- 7 Deadline: For Graduating Seniors, Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 10 Spring 2013 Semester Ends
- 11 Residence Halls Close at Noon
- 13 Deadline: Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 16-17 Board of Trustees Meeting
- 19 Baccalaureate Service
- 20 Annual Commencement 2013
- 22 Faculty and Staff Spring Closing Institute at 9:00 AM
- 27 Memorial Day Holiday
- 28 Summer 2013 Graduating Candidates Submit Theses and Dissertations to Academic Departments
- 31 Last Day of Late Registration for Summer 2013 (Late Fees Apply)
- 31 Final Cancellation of Classes for Students Not Financially Enrolled for Summer 2013 at the Close of Business Day

SUMMER SEMESTER 2013**JUNE 2013**

- 1 Residence Halls Open for Summer 2013
- 3 Classes Begin – First Day of Summer Classes
- 3-5 Official Course Drop/Add Period for Students Registered for Summer 2013
- 3 First Cancellation of Classes for Students Not Financially Enrolled for Fall 2013 at the Close of Business Day
- 3 First Day of Late Registration for Fall 2013 (Late Fees Apply after 5:00 PM)
- 6 Official Course Withdrawal Period Begins (Ends July 5, 2013)
- 19-21 New Student Orientation for Fall Semester 2013
- 24 Academic Departments Submit Approved Theses and Dissertations for Summer 2013 Graduating Candidates to School Deans

- 26-28 Mid-Semester Examinations Week
- 28 Deadline for participation in the CAU Tuition Remission Program for Fall semester 2013
- 28 TracDat Strategic & Annual Assessment Plan Phase II Cycle Closes for 2012-13 Results & Uses of Results

JULY 2013

- 4 Independence Day Observed
- 5 Classes Resume
- 5 Official Course Withdrawal Period Ends
- 10-12 First New Student Orientation for Fall Semester 2013
- 17-19 Second New Student Orientation for Fall Semester 2013
- 19 Last Day of Classes
- 22-26 Final Examinations Week
- 24 School Deans Submit Approved Theses and Dissertations for Summer 2013 Graduating Candidates to the Office of Graduate Dean
- 26 New Transfer Student Orientation for Fall 2013
- 26 Summer 2013 Semester Ends
- 27 Residence Halls Close at Noon
- 29 Final Grades Due to the Registrar via Banner Web

Note: Calendar dates are subject to change

Source: Office of the University Registrar; Office of Planning, Assessment and Research