

**CLARK ATLANTA UNIVERSITY
ACADEMIC CALENDAR**

FALL SEMESTER 2013

AUGUST 2013

- 2 Academic Departments Submit Approved Theses and Dissertations for December 2013 Graduating Candidates to School Deans
- 2 Cancellation of Classes for Students Not Financially Enrolled for Fall 2013
- 8 Faculty Returns
- 8 Faculty and Staff Fall Opening Institute at 9:00AM
- 9 School and Department Meetings
- 13 New Students Finalize Registration and Financial Enrollment
- 13 New Faculty Orientation
- 15 Residence Halls Open at 8:00 AM for New Students
- 16-20 CAU Experience (Mandatory for all 1st Year and Transfer Students)
- 16 University Effectiveness Committee Meeting
- 16 ETS Proficiency Profile Test (Required for all New Freshmen)
- 17 Residence Halls Open at Noon for Returning Students
- 19 May 2014 Graduating Candidates Submit Theses and Dissertations to Committee Chairs
- 20 Last Day of Late Registration (Late Fees Apply)
- 20 Final Cancellation of Classes for Students Not Financially Enrolled for Fall 2013 at the Close of Business Day
- 20 Orientation for 2013-14 Academic Program Reviews
- 21 Classes Begin – First Day of Classes
- 21 Faculty Begin Entry of Student Attendance in Banner (Mandatory)
- 21 Official Course Drop/Add Period Begins for Registered Students and Cross-Registration (Ends August 31, 2013)
- 22 TracDat Training for Strategic & Annual Assessment Plan Phase I (FY 2014-15 Action Plans & Budgets)
- 22 TracDat Strategic & Annual Assessment Plan Phase I for FY 2014-15 Cycle Opens (Closes, Dec. 13, 2013)
- 23 Orientation for 2013-14 Administrative and Educational Support (AES) Units Periodic Reviews
- 30 Official Course Drop/Add Period Ends for Registered Students and Cross-Registration

SEPTEMBER 2013

- 2 Labor Day Holiday
- 3 School Deans Submit Approved Theses and Dissertations for December 2013 Graduating Candidates to the Graduate Dean
- 3 Official Course Withdrawal Period Begins (Ends November 4, 2013)
- 5 Faculty Complete Entry of Student Attendance in Banner (Mandatory)
- 5 Academic Program Reviews Presentation Retreat
- 6 School Deans Submit Spring 2014 Class Schedule to the Registrar
- 17 Opening Convocation
- 20 School Deans and Department Chairs Submit December 2013 and May 2014 Graduation Applications to the Registrar
- 20 Fall Enrollment Census Day
- 25 Last Day for Spring Admissions Applications
- 27 Academic Departments Submit List of Textbooks and Instructional Materials to CAU Bookstore Manager for Spring 2014 Semester

OCTOBER 2013

- 7-11 Mid-Semester Examinations Week
- 11 University Effectiveness Committee Meeting
- 14 Deadline for Financial Aid Applications
- 17-18 Board of Trustees Meeting
- 20-26 Homecoming Week
- 21 Mid-Term Grades due to the Registrar via Banner Web
- 21 Academic Advisement Opens for Spring 2014
- 28 Registration Opens for Spring 2014

NOVEMBER 2013

- 1 Committee Chairs Submit Approved Theses and Dissertations for May 2014 Graduating Candidates to Academic Departments
- 4 Official Course Withdrawal Period Ends for Fall 2013
- 11-15 Student Evaluation of Instruction Week
- 15 School Deans Submit Summer 2013 and Fall 2013 Course Schedules to the Registrar
- 18 School Deans Submit Student Evaluations of Instruction to the Office of Academic Affairs
- 28-29 Thanksgiving Holiday

DECEMBER 2013

- 2 Classes Resume
- 2 First Cancellation of Classes for Returning Students Not Financially Enrolled for Spring 2014 at the Close of Business Day
- 3 First Day of Late Registration for Spring Semester 2014 (Late Fees Apply)
- 3 Academic Departments Submit Approved Theses and Dissertations for May 2014 Graduating Candidates to School Deans
- 4 Last Day of Classes
- 5-6 Reading Period
- 9-13 Final Examinations Week
- 13 Fall 2013 Semester Ends
- 13 TracDat Strategic & Annual Assessment Plan Phase I Cycle Closes for FY 2014-15 Action Plans & Budgets
- 14 Residence Halls Close at Noon
- 16 School Deans and Department Chairs Submit July 2014 Graduation Applications to the Registrar
- 16 Deadline: Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 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 2014**JANUARY 2014**

- 2 Faculty and Staff Returns
- 2 Faculty and Staff Spring Opening Institute at 9:00 AM
- 3 Faculty and Staff Workshops and Pre-planning Sessions
- 6 School Deans Submit Approved Theses and Dissertations for May 2014 Graduating Candidates to the Graduate Dean
- 6-10 Schools and Departmental Meetings and Semester Start Activities
- 11 Residence Halls Open at Noon

- 13 University Effectiveness Committee Meeting
- 14 New Faculty Orientation
- 14 Last Day of Late Registration (Late Fees Apply)
- 14 Second Cancellation of Classes for Students Not Financially Enrolled for Spring 2014 at the Close of Business Day
- 15 Classes Begin – First Day of Classes
- 15 Faculty Begin Entry of Student Attendance in Banner (Mandatory)
- 15 Official Course Drop/Add Period Begins for Registered Students and Cross-Registration (Ends January 24, 2014)
- 20 Dr. Martin Luther King, Jr. Holiday Observance
- 21 July 2014 Graduating Candidates Submit Theses and Dissertations to Committee Chairs
- 24 Official Course Drop/Add Period Ends for Registered Students and Cross-Registration
- 24 Final Cancellation of Classes for Students Not Financially Enrolled for Spring 2014 at the Close of Business Day
- 27 Official Course Withdrawal Period Begins (Ends March 24, 2014)
- 30 Faculty Complete Entry of Student Attendance in Banner (Mandatory)

FEBRUARY 2014

- 3 Spring Enrollment Census Day
- 12 Deadline for Completing Summer and Fall 2014 Financial Aid Applications for Returning Students
- 20-21 Board of Trustees Meeting
- 21 Academic Program Reviews Presentation Retreat
- 22 ETS Proficiency Profile Test (Required of all Juniors)
- 24 Deadline for Submitting Summer and Fall 2014 Undergraduate Admissions Applications

MARCH 2014

- 3 Committee Chairs Submit Approved Theses and Dissertations for July 2014 Graduating Candidates to Academic Departments
- 3-7 Mid-Semester Examinations Week
- 10 Academic Advisement Opens for Summer and Fall 2014
- 10-14 Spring Break
- 17 Classes Resume
- 17 Mid-Term Grades due to the Registrar via Banner Web
- 17-21 Founders Week
- 20 Founders Day Convocation
- 22 Senior Exit Examination (Major Field Test)
- 24 Pre-Registration Opens for Summer and Fall 2014
- 24 Official Course Withdrawal Period Ends for Spring 2014
- 25 Deadline for Submitting Fall and Summer 2014 Graduate Admissions Applications
- 31 Academic Departments Submit List of Textbooks and Instructional Materials to CAU Bookstore Manager for Summer 2014 and Fall 2014 Semesters

APRIL 2014

- 5 Admitted Student Day
- 7 Academic Departments Submit Approved Theses and Dissertations for July 2014 Graduating Candidates to School Deans
- 11 University Effectiveness Committee Meeting
- 18 Good Friday Holiday

- 21 School Deans Submit Student Evaluations of Instruction to the Office of Academic Affairs
- 21-25 Student Evaluation of Instruction Week
- 25 TracDat Training for Strategic & Annual Assessment Plan Phase II (FY 2013-14 Results & Uses of Results)
- 25 TracDat Strategic & Annual Assessment Plan Phase II for FY2013-14 Cycle Opens (Closes, June 27, 2014)
- 30 Last Day of Classes

MAY 2014

- 1-2 Reading Period
- 1-3 Senior Final Examinations Period
- 3 Admitted Student Day
- 5-9 Final Examinations Week
- 6 Deadline: For Graduating Seniors, Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 9 Spring 2014 Semester Ends
- 10 Residence Halls Close at Noon
- 12 School Deans Submit Approved Theses and Dissertations for July 2014 Graduating Candidates to the Graduate Dean
- 12 Deadline: Removal of Incompletes (I's) and Final Grades to Registrar via Banner Web
- 15-16 Board of Trustees Meeting
- 16 December 2014 Graduating Candidates Submit Theses and Dissertations to Committee Chairs
- 18 Baccalaureate Service
- 19 Annual Commencement 2014
- 21 Faculty and Staff Spring Closing Institute at 9:00 AM
- 26 Memorial Day Holiday
- 31 Residence Halls Open for Summer 2014

SUMMER SEMESTER 2014**JUNE 2014**

- 2 Classes Begin – First Day of Summer Classes
- 2 First Cancellation of Classes for Students Not Financially Enrolled for Fall 2014 at the Close of Business Day
- 2 First Day of Late Registration for Fall 2014 (Late Fees Apply after 5:00 PM)
- 2-4 Official Course Drop/Add Period for Students Registered for Summer 2014
- 3 Last Day of Late Registration for Summer 2014 (Late Fees Apply)
- 3 Final Cancellation of Classes for Students Not Financially Enrolled for Summer 2014 at the Close of Business Day
- 5 Official Course Withdrawal Period Begins (Ends July 5, 2014)
- 25-27 Mid-Semester Examinations Week
- 27 Deadline for participation in the CAU Tuition Remission Program for Fall semester 2014
- 27 TracDat Strategic & Annual Assessment Plan Phase II Cycle Closes for 2013-14 Results & Uses of Results

JULY 2014

- 1 Committee Chairs Submit Approved Theses and Dissertations for December 2014 Graduating Candidates to Academic Departments
- 4 Independence Day Observed
- 7 Classes Resume

- 7 Official Course Withdrawal Period Ends
- 12 Admitted Student Day
- 18 Last Day of Classes
- 21-25 Final Examinations Week
- 25 Summer 2014 Semester Ends
- 26 Residence Halls Close at Noon
- 28 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