Calendar for *Bulletin* and *Schedule of Classes* Submissions for 2016-2017

**Bulletin Revisions 2016-2017 Key Dates**

- **January 25, 2016**  
  *Deadline for Round 1 Bulletin Revisions*  
  - Begin departmental submission of Round 1 revisions including changes to Objectives, Learning Goals, How to Become a Major or a Minor, How to be Admitted to the Graduate or Postbaccalaureate program and new course approvals.

- **The Week of February 1, 2016**  
  *Provisional Bulletin for 2016-2017 is online*  
  - Provisional Bulletin revisions are posted on the Registrar's website for department/program review.

- **March 1, 2016**  
  *Deadline for Round 2 Bulletin Revisions*  
  - Deadline for departmental submission of Round 2 revisions including changes to the Requirements for the Degrees and new course approvals.

- **March 31, 2016**  
  *Deadline for GETTING STARTED IN A MAJOR OR MINOR information*  
  - Deadline for department and program information for the GETTING STARTED IN A MAJOR OR MINOR, a website for all new undergraduate students to help them prepare for registration  
  - Deadline for revisions to placement tests and other information to be posted for the new first-year student registration.

- **April 21, 2016**  
  *Deadline for Round 3 Bulletin Revisions*  
  - Deadline for departmental submission of Round 3 revisions, including any new majors, minors, programs, or requirements approved by the UCC. Any new or modified requirements submitted after this date will not take effect until the 2017-2018 Bulletin.  
  - Updates to faculty and committee listings, affiliated faculty, chair and UAH appointments and leaves of absences should be submitted by May 1 if known.  
  - All other Bulletin revisions for the 2016-2017 year.

**Schedule of Classes 2016-2017 Key Dates**

- **December 4, 2015**  
  *Deadline for submitting initial Fall 2016 and Spring 2017 Schedule of Classes*  
  - Deadline for submission of Schedule of Classes information, including block requests for fall 2016 and spring 2017. Exceptions to submit schedules after this date must be pre-approved by the Registrar's Office.  
  - Deadline for the final adjustments to spring 2016 Schedule of Classes, based on results of early registration--mount additional sections, cancel classes if enrolling fewer than 8 students, modify enrollment limits to accommodate excess demand.

- **February 1, 2016**  
  *Deadline for Round 1 Compliance Fall 2016 and Spring 2017 Schedule of Classes*  
  - Deadline for changes to fall 2016 and spring 2017 offerings based on the compliance check.  
  - Departments with pre-approved extensions of the 12/4 deadline must complete Schedule of Classes information, including block requests, for fall 2016 and spring 2017.

- **March 1, 2016**  
  *Deadline for Round 2 final Fall 2016 for early registration and adjustments to Spring 2017*  
  - Deadline for changes to fall 2016 offerings. Courses active by this date will be available for April registration; departments are expected to offer all courses in approved blocks and enroll 8 or more students.  
  - Deadline for adjustments to spring 2017 information in preparation for summer registration for new and first-year students.

- **April 21, 2016**  
  *Deadline for submitting Clean Up of Fall 2016 Schedule of Classes*  
  - Deadline for adjustments to the fall 2016 Schedule of Classes based on results of early registration--mount additional sections, cancel courses for cause and for enrolling fewer than 8 students, modify enrollment limits to accommodate excess demand.

- **May 20, 2016**  
  *Deadline for Round 3 final Fall 2016 and adjusted Spring 2017 Schedule of Classes for summer registration*  
  - Final adjustments to classes being offered for fall term 2016, and adjustments to spring 2017 information, in preparation for summer registration for new and first-year students.
July 22, 2016
Deadline for submitting Clean Up of Fall 2016 Schedule of Classes for final registration and adjusted Spring 2017 Schedule of Classes
  • Deadline for adjustments to the fall 2016 Schedule of Classes based on results of first-year registration. Departments are expected to offer in the published blocks all courses that enroll 8 or more students.
  • Deadline for changes to spring 2017 offerings.

September 23, 2016
Deadline for submitting final adjustments to Spring 2017 for early registration
  • Final adjustments to classes being offered for spring term 2017 in preparation for November registration for new and first-year students. Courses active by this date will be available for November registration; departments are expected to offer all courses in approved blocks and enroll 8 or more students.