

FALL 2019 CALENDAR • August 26 – December 20 • (ALL SESSIONS)

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April 2019

April 15 - July 31..... Advance Registration for the Regular Session (**16-weeks**) and Special Session (**12-weeks**) courses.

July 2019

July 15..... First E-Bill posted for Fall 2019. **Subsequent E-Bills will be sent monthly.** For more information refer to the Fall 2019 General Information (**published online**).

July 17..... Cougar Start U – New Student Orientation (Cordell Reed Student Union Building).

July 22..... Cougar Start U – New Student Orientation (Cordell Reed Student Union Building).

August 2019

August 1..... Cougar Start U – New Student Orientation (Cordell Reed Student Union Building).

August 7..... Cougar Start U – New Student Orientation (Cordell Reed Student Union Building).

August 15..... Cougar Start U – New Student Orientation (Cordell Reed Student Union Building).

August 1 – 25..... Registration continues for the Regular (**16-weeks**) Session. Students may **add/drop** courses online during this period. (**Note: Students may not drop his/her last class online after August 16, 2019.** Payment must be received upon registration.)

August 20 - 30..... Fall 2019 Book Voucher distribution period. Please visit Bursar's website, www.csu.edu/financialaffairs/bursar for more information.

Beginning August 21..... Ventra CTA card distribution from 10am-6pm

August 21 - 25..... Enrollment Related Services: Wednesday - Thursday, August 21 - 22, 9am - 7pm; Friday, August 23, 9am - 5pm and Saturday, August 24, 10am - 2pm.

August 23..... Payment **due in Full** for all Fall 2019 Sessions.

August 26..... Regular (**16 week**) Session Day and Evening Classes begin.

August 26 - 30..... **Late Registration/Drop Period** for the Regular (16-weeks) session. All first-time registrations processed **after August 30** will incur a one-time **\$100 late registration fee.** Payment is due at the time of registration. (**Note: Students may add a class through Friday, August 30 until 5 pm in the Office of the Registrar.** Students may **drop** a class **online** through **September 06, 2019 until 10pm.** Students **may not** drop his/her **last** class online after **August 16, 2019.** Students must complete and submit the **online** "Complete Withdrawal Form" to the Office of the Registrar (ADM 128) by the deadline date. For a complete withdrawal, please refer to General Information Bulletin.)

August 30..... Deadline for enrollment in, or waiving out of the mandatory student health insurance program for the Fall 2019 Regular Session during this period.

September 2019

Sept 1 – 16..... Registration continues for the **Special Session (12-weeks)** courses. Students may **add/drop** courses **online** during this period. (**Note: Students may not drop his/her last class online after August 16, 2019.** Students must complete and submit the **online** "Complete Withdrawal Form" to the Office of the Registrar (ADM 128) by the deadline date. Payment is due at the time of registration.)

September 2..... **HOLIDAY: Labor Day – No classes; Campus closed.**

Sept 3..... May begin posting of **Late Fees** and **Holds** on students' accounts for Fall 2019. **Past Due Balances.**

September 6..... **Last day to drop** a Regular (16-weeks) Session class **online** for **100%** reversal of tuition and refundable fees when registered for 15 hours or less or upon complete withdrawal from all courses. (**Note: Students may not drop his/her last class online after August 16, 2019.** Students must complete and submit the **online** "Complete Withdrawal Form" to the Office of the Registrar (ADM 128) by the deadline date.)

- September 6..... Deadline to submit proof of required immunizations to the Wellness/Health Center to avoid a \$25 non-compliance fee.
- September 6..... Last day for faculty to submit a non-attendance “WD” withdrawal to the Office of the Registrar for Regular Session (16-weeks) courses.
- September 16..... Special Session (12-weeks) Day and Evening classes begin.
- September 16 -17..... Late registration for Special Session (12-weeks) courses. A one-time **\$100 late registration fee** applies for **all new registrations**. Payment is due at the time of registration. **The last day to add/enroll in a special session class.**
- September 16 – 21..... First academic warning submission period.
- September 20..... Last day to **completely withdraw** from the Regular Session (16-weeks) and receive a 50% reversal of tuition and fees. **Note:** A 50% reversal of charges only applies to **complete withdrawals.**
- September 20..... Deadline for enrollment in, or waiving out, of mandatory student health insurance program for the Special (12-weeks) classes. (**Note:** Student whose enrollment into courses brings them into full-time status (**12 hours for undergraduates/9 hours for graduates/6 hours for doctoral**) will be charged **\$686** for mandatory health insurance. For more information please refer to the General Information Bulletin.)
- September 24..... Last day for faculty to submit a non-attendance “WD” withdrawal to the Office of the Registrar for Special Session (12-weeks) courses.
- September 27..... **Last day to drop** a Special (12-weeks) Session class online for **100%** reversal of tuition and refundable fees (**Note:** Students may not drop his/her last class online after **August 16, 2019.**)
- September 27..... Last day to receive a **NEW** Ventura Card.
- September 27..... **Undergraduates:** Deadline to submit advisor - approved graduation applications to Evaluations Office (ADM 128) to participate in Fall 2019 Commencement ceremony and/or degree conferral. (**Note:** Students submitting applications after the **September 27th** deadline will not be eligible for participation in the Fall 2019 Commencement Ceremony and/or degree conferral. Check for special announcements.)
- September 27..... **Graduates:** Deadline to submit advisor - approved graduation applications to ADM 200 to participate in Fall 2019 Commencement and/or degree conferral. (**Note:** Students submitting applications after the **September 27th** deadline will not be eligible for participation in the Fall 2019 Commencement Ceremony and/or degree conferral. Check for special announcements.)

October 2019

- October 1..... Last day to order Ventura cards for semester.
- October 11..... Last day to **completely withdraw** from the Special Session (12-weeks) and receive a **50%** reversal of tuition and fees. (**Note:** A 50% reversal of charges only applies to **complete withdrawals.**)
- October 14 - 19..... Second academic warning submission period.
- October 29..... **Graduates** – Deadline to **submit approved dissertation** to ProQuest (email Graduate and Professional Studies at graduateprograms@csu.edu for more information).

November 2019

- November 02..... **Last day to withdraw** from a Regular (16-weeks) Session class and receive a “W” on the transcript. For a complete withdrawal, please refer to the General Information Bulletin.
- November 05..... **Graduates** – Deadline to **submit approved thesis** to ProQuest (email Graduate and Professional Studies at graduateprograms@csu.edu for more information).
- November 09..... **Last day to withdraw** from a Special Session (12-weeks) class and receive a “W” on the transcript. For a complete withdrawal, please refer to the General Information Bulletin.
- November 11 - 16..... Third academic warning submission period.
- November 15..... Undergraduates – Deadline to submit an academic petition for extension of an existing Incomplete Grade Contracts for “I” grades received for Spring or Summer 2019 terms.
- November 15..... Graduates – Deadline to submit an academic petition for extension of an existing

Incomplete Grade Contracts for "I" grades received for the Fall 2018 term.

November 18..... Advance Registration for Spring 2020 begins.

November 28 -30..... HOLIDAY: Thanksgiving – No classes; Campus closed.

December 2019

December 7..... Last day of class before final examination period.

December 9 – 14..... Final examination period (*see timetable in Fall 2019 General Information or at csu.edu/coursebulletin/Fall2019quicklinks/*).

December 15..... Last day to use Ventra CTA card (*Upass*) for CSU (*but you may add money to your card*).

December 17..... Faculty deadline to submit a change of grade form to the Office of the Registrar for removal of an Incomplete "I" grade issued in Spring and Summer 2019 for undergraduate and Fall 2018 for graduate students.

December 17..... Faculty deadline to submit an Incomplete Contract for an "I" grade for Fall 2019. (*The contract form must be signed by the student, faculty and chairperson and submitted to the Office of the Registrar.*)

December 17..... Faculty deadline to submit final grades for Fall 2019 via CSU Express.

December 19..... Fall 2019 Commencement Ceremony.

December 20..... Fall 2019 term ends.

After December 23.....Fall 2019 grades are available in Cougar Connect via CSU X-Press.

After December 23.....Fall 2019 degree postings are available in Cougar Connect via CSU X-Press.

***NOTE:** Students will not be able to drop the last class online resulting in a full withdrawal with zero (0) credit hours of enrollment after **August 16, 2019**. Students must request, complete and submit the online "**Complete Withdrawal Form**" via the web to the Office of the Registrar by the dead-line date. He/she must also participate in a short exit interview with a financial aid advisor prior to the processing of the complete withdrawal by the Registrar's Office.

Failure to read information listed in the Term (semester) information, Chicago State University's catalogs and/or on the website does not negate adherence to required academic regulations. Information related to tuition, fees, dates and course information is **subject to change. The most current version of the Fall 2019 Academic Calendar will be posted online at csu.edu/coursebulletin/acadcalendar.htm**

QUICK VIEW: Registration/Payment/Drop Dates

Regular Session (16-Week) Courses			August 26-December 20	
Web Registration Dates	Payment Due	100% Reversal of Charges - Drop Date*	50% Reversal of Charges - Total Withdrawal Date*	Final Withdrawal Date ("W" on Transcript)
April 15 - August 26	August 23	September 06	September 20	November 02
August 26 - August 30 (Late Registration)	Upon Registration			

Special Session (12-Week) Courses			September 16-December 20	
Web Registration Dates	Payment Due	100% Reversal of Charges - Drop Date*	50% Reversal of Charges - Total Withdrawal Date*	Final Withdrawal Date ("W" on Transcript)
April 15 - September 16	August 23	September 27	October 11	November 09
September 16 (Late Registration)	Upon Registration			

- A payment must be made upon registration to avoid a business hold, which prevents future registrations and late charge. Students must make a payment by this date or provide civil service waivers, third party vouchers, etc. by this date.
- **September 06, 2019** is the deadline to **drop ALL Regular (16-weeks) Session** courses or reduce credit hour load with eligibility for **100% reversal of charges**.
- **September 20, 2019** is the deadline to **completely withdraw** ALL Regular (**16-weeks**) Session courses with a grade of **W** on the transcript with eligibility for **50%** reversal of charges (if registered for Regular Sessions courses only). **NOTE:** A 50% reversal of charges only applies to complete withdrawals.
- **November 02, 2019** is the deadline to withdraw from one or more Regular (**16-weeks**) Session courses with a grade of **W** on transcript with eligibility for **0%** reversal of charges.
- **September 27, 2019** is the deadline to **drop ALL Special (12-weeks) Session** courses or reduce credit hour load with eligibility for **100% reversal of charges**.
- **October 11, 2019** is the deadline to **completely withdraw** ALL Special (**12-weeks**) Session courses with a grade of **W** on the transcript with eligibility for **50%** reversal of charges (if registered for Special Sessions courses only). **NOTE:** A 50% reversal of charges only applies to complete withdrawals.
- **November 09, 2019** is the deadline to withdraw from one or more Special (**12-weeks**) Session courses with a grade of **W** on transcript with eligibility for **0%** reversal of charges.
- **Late registration period: \$100 Late Registration Fee** will be charged for any initial registrations made **on or after August 30 for the Regular (16-weeks) Session and September 16, 2019 for Special (12-weeks) Session.**
- The University *may limit the offering of Special Session course* for Fall 2019 based on programs.