

Faculty Senate Resolution #13-38

Approved by the Faculty Senate: March 19, 2013

Approved by the Chancellor: April 17, 2013

New Format for University Academic Calendars

20xx-20xx University Academic Calendar

Summer Session 20xx

First Session

(Actual days First Session: x Mondays, x Tuesdays, x Wednesdays, x Thursdays,
x Fridays, x day for final examinations)

March xx, Friday	Early registration for special populations begins at 1:00 pm.
March xx, Monday	Registration for Summer Session begins.
May xx, Friday	New student registration; schedule changes.
May xx, Monday	Classes begin; schedule changes.
May xx, Tuesday	Last day for registration and schedule changes (drop and add) for first session by 5:00 pm. (Second class day)
May xx, Tuesday	Census Day (Official enrollment count taken at 5:00 pm). (Same as the last day of drop & add for summer terms)
May xx, Monday	State Holiday (no classes). (Observance of Memorial Day)
June xx, Thursday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades by 5:00 pm. Block courses may be dropped only during the first 50% of their regularly scheduled class meetings. (Tenth class day)
June xx, Tuesday	Last day for graduate students to drop courses without grades by 5:00 pm. (Seventeenth class day)
June xx, Monday	Classes end. Last day for submission of grade replacement requests.
June xx, Tuesday	Final examinations.
June xx, Thursday	Grades due at noon.

Second Session

(Actual days Second Session: x Mondays, x Tuesdays, x Wednesdays, x Thursdays,
x Fridays, x day for final examinations)

June xx, Wednesday	New student registration; schedule changes.
June xx, Thursday	Classes begin; schedule changes.
June xx, Friday	Last day for registration and schedule changes (drop and add) for Second Summer Session by 5:00 pm. (Second class day)
June xx, Monday	Census Day (Official enrollment count taken at 5:00 pm). (Same as the last day of drop & add for summer terms)
July 4, weekday	State Holiday (no classes). (Observance of July 4th)
July xx, Tuesday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades by 5:00 pm. Block courses may be dropped only during the first 50% of their regularly scheduled class meetings. (Tenth class day)
July xx, Friday	Last day for graduate students to drop courses without grades by 5:00 pm. (Seventeenth class day)
July xx Thursday	Classes end. Last day for submission of grade replacement requests.
August xx, Friday	Final examinations.
August xx, Monday	Grades due at noon.

Summer Session 20xx
11-Week Summer Session

(Actual class days: x Mondays, x Tuesdays, x Wednesdays, x Thursdays,
x Fridays, x day for final examinations)

March xx, Friday	Early registration for special populations begins at 1:00 pm.
March xx, Monday	Registration for 11-Week Summer Session begins.
May xx, Friday	New student registration; schedule changes.
May xx, Monday	Classes begin; schedule changes.
May xx, Tuesday	Last day for registration and schedule changes (drop and add) by 5:00 pm. (Second class day)
May xx, Tuesday	Census Day (Official enrollment count taken at 5:00 pm).
May xx, Monday	State Holiday (no classes). (Observance of Memorial Day)
June xx-xx, Tuesday and Wednesday	Midsummer Break (no classes). (After twenty fifth class day)
July xx, Friday	State Holiday (no classes). (Observance of July 4th)
July xx, Tuesday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades by 5:00 pm. Block courses may be dropped only during the first 50% of their regularly scheduled class meetings. (Twentieth class day)
July xx, Friday	Last day for graduate students to drop courses without grades by 5:00 pm. (Thirty third class day)
July xx, Thursday	Classes end. Last day for submission of grade replacement requests.
August xx, Friday	Final examinations.
August xx, Monday	Grades due at noon

Fall Semester 20xx

(Actual class days: x Mondays, x Tuesdays, x Wednesdays, x Thursdays, x Fridays.
Effective class days: x Mondays, x Tuesdays, x Wednesdays, x Thursdays, x Fridays)

March xx, Friday	Early registration for special populations begins at 1:00 pm.
March xx, Monday	Registration for Fall Semester 20xx begins.
August xx, Monday	Faculty meetings.
August xx, Monday	Advising, registration, and schedule adjustments.
August xx, Tuesday	Classes begin; schedule changes.
September xx, Monday	State Holiday (no classes). (Observance of Labor Day)
September xx, Tuesday	Last day for registration and schedule changes (drop and add) by 5:00 pm. (Fifth class day)
September xx, Tuesday (optional)	State holiday makeup day. Classes which would have met on Monday, September 1, will meet on this day so there will effectively be the same number of Mondays and Tuesdays as every other weekday during the semester; Tuesday classes will not meet. (Not needed if classes begin on Friday.)
September xx, Tuesday	Census Day (Official enrollment count taken at 5:00 pm). (Census is taken on the 10 th class day for fall and spring semesters)
October xx-xx, Saturday-Tuesday	Fall Break.

October xx, Wednesday	8:00 am - Classes resume.
October xx-xx, Monday-Friday	Advising for Spring Semester xx (One week prior to early registration begins)
October xx, Tuesday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades by 5:00 pm. Block courses may be dropped only during the first 50% of their regularly scheduled class meetings. (Thirtieth class day)
October xx, Friday	Early registration for special populations begins at 1:00 pm. (Working day prior to open registration)
October xx, Monday	Registration for Spring Semester 20xx begins. (Registration should not overlap 1st to 4th of the month)
November xx, Monday	Last day for graduate students to drop courses without grades by 5:00 pm. (Forty fifth class day)
November xx, Saturday	Last day to apply as an undergraduate student for the Spring Semester.
November xx-xx, Wednesday-Sunday	Thanksgiving Break.
December xx, Monday	8:00 am - Classes resume.
December xx, Monday	Undergraduate students last day to remove incompletes given during Spring and/or Summer Session 20xx. (Three weeks prior to the end of final exams)
December xx, Tuesday	Last day to submit thesis to the Graduate School for completion of degree in this term. (Next day after last day to drop)
December xx, Tuesday	Graduate students last day to remove incompletes given during Fall 20xx. (Same as last class day)
December xx, Tuesday	Classes end. Last day for submission of grade replacement requests.
December xx, Wednesday	Reading day. (May be considered on Saturday or Sunday when classes end on Friday.)
December xx, Thursday	Final Examinations begin.
December xx, Thursday	Exams for Fall Semester close at 4:30 pm. (Final exams end on Thursday)
December xx, Friday	Commencement. (Must be on Friday)
December xx, Saturday	Grades due at 4:30 p.m.

Fall Semester 20xx

Examination Schedule

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required. A final course meeting during the exam period is required in order to satisfy the 750 contact minutes per credit hour required by the University of North Carolina Office

of the President. Department Chairs are responsible for monitoring adherence to scheduled examination requirements.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (December xx - December xx). Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (December xx- December xx). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-10:00 pm on the second night of their usual meeting during the examination period (December xx - December xx). Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time.

Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes)

Common examinations, including DE sections, will be held according to the following schedule:

CHEM 0150, 1120, 1130, 1150, 1160	5:00 - 7:30 Friday, December xx
CHEM 1121, 1131, 1151, 1161, 2753, 2763	5:00 - 7:30 Monday, December xx
FREN 1001, 1003, SPAN 1001, 1004, GERM 1001	5:00 - 7:30 Tuesday, December xx
FREN 1002, SPAN 1002, 1003, GERM 1002	5:00 - 7:30 Wednesday, December xx

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Monday, December xx
8:00 TTh	8:00 - 10:30 Tuesday, December xx
9:00 MWF	8:00 - 10:30 Wednesday, December xx
9:00 TTh (9:30)	8:00 - 10:30 Thursday, December xx
10:00 MWF	8:00 - 10:30 Friday, December xx
10:00 TTh	8:00 - 10:30 Thursday, December xx
11:00 MWF	11:00 - 1:30 Monday, December xx
11:00 TTh	11:00 - 1:30 Thursday, December xx
12:00 MWF	11:00 - 1:30 Wednesday, December xx
12:00 TTh (12:30)	11:00 - 1:30 Thursday, December xx
1:00 MWF	11:00 - 1:30 Friday, December xx
1:00 TTh	11:00 - 1:30 Tuesday, December xx
2:00 MWF	2:00 - 4:30 Monday, December xx
2:00 TTh	2:00 - 4:30 Tuesday, December xx
3:00 MWF (3:30)	2:00 - 4:30 Wednesday, December xx
3:00 TTh (3:30)	2:00 - 4:30 Thursday, December xx
4:00 MWF	2:00 - 4:30 Friday, December xx
4:00 TTh	2:00 - 4:30 Thursday, December xx
5:00 MWF	5:00 - 7:30 Monday, December xx
5:00 TTh	5:00 - 7:30 Thursday, December xx

Spring Semester 20xx

(Actual class days: x Mondays, x Tuesdays, x Wednesdays, x Thursdays, x Fridays.
Effective class days: x Mondays, x Tuesdays, x Wednesdays, x Thursdays, x Fridays.)

October xx, Friday	Early registration for special populations begins at 1:00 pm.
October xx, Monday	Registration for Spring Semester 20xx begins.

	(Registration should not overlap 1st to 4th of the month)
January xx, Friday	Advising and schedule adjustments.
January xx, Monday	Classes begin; schedule changes.
January xx, Friday	Last day for registration and schedule changes (drop and add) by 5:00 pm. (Fifth class day)
January xx, Monday	State Holiday (no classes). (Observance of Martin Luther King's Birthday)
January xx, Tuesday	Census Day (Official enrollment count taken at 5:00 pm). (Census is taken on the 10 th class day for fall and spring semesters)
March xx, Thursday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades by 5:00 pm. Block courses may be dropped only during the first 50% of their regularly scheduled class meetings. (Thirtieth class day)
March xx-xx, Sunday – Sunday	Spring Break.
March xx, Monday	8:00 am - Classes resume.
March xx-xx, Monday-Friday	Advising for Summer Sessions and Fall Semester 20xx. (The week after Spring Break)
March xx, Friday	Early registration begins at 1:00 pm for special populations only. (Working day prior to open registration)
March xx, Monday	Registration for Summer Sessions and Fall Semester 20xx begins. (Registration should not overlap 1st to 4th of the month)
April xx, Thursday	Last day for graduate students to drop courses without grades by 5:00 pm. (Forty fifth class day)
April xx-xx Friday-Saturday	State Holiday (no classes)
April xx, Thursday	Undergraduate students last day to remove incompletes given during Fall Semester 20xx. (Three weeks prior to the end of final exams)
April xx, Monday	Last day to submit thesis to the Graduate School for completion of degree in this semester. (Next day after last day to drop)
April xx, Tuesday (optional)	State holiday makeup day. Classes which would have met on Friday, April xx, will meet on this day so there will effectively be the same number of Fridays and Tuesdays as every other weekday during the semester; Tuesday classes will not meet. (Not needed if classes begin on Friday.)
April xx, Tuesday	Graduate students last day to remove incompletes given during Spring Semester and/or Summer Session 20 xx. (Same as last class day)
April xx, Tuesday	Classes end. Last day for submission of grade replacement requests.
April xx, Wednesday	Reading day. (May be considered on Saturday or Sunday when classes end on Friday.)
April xx, Thursday	Final examinations begin.
May xx, Thursday	Exams for Spring Semester close at 4:30 pm.
May xx, Friday	Commencement. (Must be on Friday)
May xx, Saturday	Grades due at 4:30 p.m.

Examination Schedule

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required. The final exam meeting is required in order to satisfy the 750 contact minutes per credit hour required by the University of North Carolina Office of the President. Department Chairs are responsible for monitoring adherence to scheduled examination requirements.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (May xx). Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (May xx). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-9:30 pm on the second night of their usual meeting during the examination period (May xx). Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time.

Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes)

Common examinations, including DE sections, will be held according to the following schedule:

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CHEM 1121, 1131, 1151, 1161, 2753, 2763	5:00 - 7:30 Friday, May xx
FREN 1001, 1003, SPAN 1001, 1004, GERM 1001	5:00 - 7:30 Monday, May xx
FREN 1002, SPAN 1002, 1003, GERM 1002	5:00 - 7:30 Tuesday, May xx

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Friday, May xx
8:00 TTh	8:00 - 10:30 Thursday, April xx
9:00 MWF	8:00 - 10:30 Monday, May xx
9:00 TTh (9:30)	8:00 - 10:30 Tuesday, May xx
10:00 MWF	8:00 - 10:30 Wednesday, May xx
10:00 TTh	8:00 - 10:30 Thursday, May xx
11:00 MWF	11:00 - 1:30 Friday, May xx
11:00 TTh	11:00 - 1:30 Thursday, May xx
12:00 MWF	11:00 - 1:30 Monday, May xx
12:00 TTh (12:30)	11:00 - 1:30 Tuesday, May xx
1:00 MWF	11:00 - 1:30 Wednesday, May xx
1:00 TTh	11:00 - 1:30 Thursday, Apr xx
2:00 MWF	2:00 - 4:30 Friday, May xx
2:00 TTh	2:00 - 4:30 Thursday, Apr xx
3:00 MWF (3:30)	2:00 - 4:30 Monday, May xx
3:00 TTh (3:30)	2:00 - 4:30 Thursday, May xx
4:00 MWF	2:00 - 4:30 Wednesday, May xx
4:00 TTh	2:00 - 4:30 Tuesday, May xx
5:00 MWF	5:00 - 7:30 Monday, May xx
5:00 TTh	5:00 - 7:30 Thursday, Apr xx