

**OHIO UNIVERSITY**  
**OFFICE OF THE UNIVERSITY REGISTRAR**  
**Production Calendar for Athens and Regional Campuses 2021-22**

<b>Description</b>	<b>Fall Semester 2021-2022</b>	<b>Spring Semester 2021-2022</b>	<b>First Summer Session 2021- 2022</b>	<b>Full Summer 2021-2022</b>	<b>Second Summer Session 2021-2022</b>
SCHEDULE AVAILABLE TO DEPARTMENTS IN PEOPLESOFT/ASTRA	2/8/2021	4/12/2021	8/9/2021	8/9/2021	8/9/2021
FIRST PRIORITY DEADLINE FOR 99-SEAT OR MORE CLASSROOM REQUESTS	N/A	6/7/2021	N/A	N/A	N/A
DATA ENTRY DEADLINE FOR A&S, ENT, HSP FOR SCHEDULING CLASSES	3/12/2021	7/19/2021	11/15/2021	11/15/2021	11/15/2021
TEXTBOOK SYSTEM AVAILABLE FOR ENTERING TEXTBOOK AND MATERIALS	3/2/2021	8/6/2021	11/22/2021	11/22/2021	11/22/2021
DEADLINE FOR SCHEDULING CLASSES DATA ENTRY BY DEPARTMENT/SCHOOLS TO THE REGISTRAR	3/12/2021	8/6/2021	11/29/2021	11/29/2021	11/29/2021
COURSE OFFERINGS AVAILABLE ON WEB	4/2/2021	9/8/2021	1/4/2022	1/4/2022	1/4/2022
REGISTRATION APPOINTMENT AVAILABLE IN STUDENT CENTER	4/1/2021	10/12/2021	NA	NA	NA
ACADEMIC ADVISING BEGINS	4/5/2021	10/18/2021	NA	NA	NA
TEXTBOOK SYSTEM SHOULD BE UPDATED TO THE MAXIMUM EXTENT PRACTICABLE	4/12/2021	10/25/2021	2/15/2022	2/15/2022	2/15/2022
PRIORITY REGISTRATION BEGINS	4/12/2021	10/25/2021	NA	NA	NA
REGISTRATION AVAILABLE - OPEN REGISTRATION	4/24/2021	11/16/2021	2/14/2021	2/14/2021	2/14/2021
LEARNING COMMUNITY BREAKOUT FROM LC CLUSTER TO CLASSES	7/1/2021	NA	NA	NA	NA
MASTER CURRICULUM FILE UPDATED AND EMAIL TO ACADEMIC COLLEGES, REGIONAL CAMPUSES AND DEPARTMENTS	7/1/2020	2/2/2021	5/3/2021	5/3/2021	5/3/2021
EMAIL: REMINDER TO STUDENTS - REVIEW CLASS SCHEDULE / 15 to FINISH /READ CATALOG #1 (1 week before classes)	8/16/2021	1/3/2022	5/2/2022	5/2/2022	6/20/2022
REVIEW ADVISEE LIST TO UPDATE ADVISORS, ENSURE STUDENTS ARE IN ACTIVE PROGRAMS.	8/16/2021	1/3/2022	5/2/2022	5/2/2022	6/20/2022
REQUISITE DROP	8/19/2021	1/6/2022	5/5/2022	5/5/2022	5/5/2022
EMAIL: REMINDER TO STUDENTS - REVIEW CLASS SCHEDULE / 15 to FINISH /READ CATALOG #2 (First day of classes)	8/23/2021	1/10/2022	5/9/2022	5/9/2022	6/27/2022

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CLASSES BEGIN - ATHENS & REGIONAL CAMPUSES	8/23/2021	1/10/2022	5/9/2022	5/9/2022	6/27/2022
GRADUATION APPLICATION AVAILABLE	8/23/2021	1/10/2022	5/9/2022	5/9/2022	5/9/2022
EMAIL: TO STUDENTS - GRADUATION APPLICATION IS AVAILABLE	8/23/2021	1/10/2022	N/A	5/9/2022	N/A
LAST DAY TO ADD A CLASS (WITHOUT INSTRUCTOR APPROVAL - Fall, Spring, & Full Summer)	8/27/2021	1/14/2022	NA	5/13/2022	NA
EMAIL: REMINDER TO STUDENTS - REVIEW CLASS SCHEDULE / 15 to FINISH /READ CATALOG #3 (1 day prior to last day to Register)	9/2/2021	1/20/2022	5/12/2022	5/19/2022	6/30/2022
LAST DAY TO ADD A CLASS (INSTRUCTOR PERMISSION REQUIRED)	9/3/2021	1/21/2022	5/13/2022	5/20/2022	7/1/2022
CLASSES DROPPED WILL REFLECT GRADE WP/WE/WN ON STUDENT'S ACADEMIC RECORD. NO FEE ADJUSTMENT	10/29/2021	3/25/2022	6/10/2022	7/15/2022	7/29/2022
PASS/FAIL FORMS DUE FROM COLLEGE TO THE REGISTRAR (Monday following the last day to apply for P/F)	8/27/2021	1/24/2022	5/16/2022	5/23/2022	7/5/2022
EMAIL: FERPA NOTIFICATION TO STUDENTS (3 business days after end of registration)	9/8/2021	1/26/2022	N/A	5/25/2022	N/A
EMAIL: UPDATE EMERGENCY CONTACT TO STUDENTS (2 days after FERPA email)	9/10/2021	1/28/2022	N/A	5/27/2022	N/A
CORRECTED PASS/FAIL FOR CURRENT TERM AUDIT TO DEANS AND PASS/FAIL REPORTS FOR PREVIOUS TERMS WITH GRADES TO DEANS	9/10/2021	1/26/2022	5/18/2022	5/25/2022	7/7/2022
EMAIL: FINAL REMINDER OF GRADUATION APPLICATION DEADLINE (1 business day prior to deadline)	9/24/2021	2/11/2022	NA	7/8/2022	NA
MEMO TO DEPARTMENTS & ADMINISTRATIVE OFFICES - FINAL EXAM-COMBINED SECTIONS	10/4/2021	2/14/2022	NA	NA	NA
GRADUATION – APPLICATION DEADLINE	9/27/2021	2/14/2022	7/11/2022	7/11/2022	7/11/2022
COMMENCEMENT PROGRAM PREVIOUS EDUCATION REPORT TO TAD OFFICE	9/30/2021	2/18/2022	NA	7/15/2022	NA

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PRELIMINARY IP DARS TO DEANS FOR GRADUATION CANDIDATES	9/30/2021	2/17/2022	NA	7/14/2022	NA
DARS UPDATED FOR ALL CURRENTLY ENROLLED STUDENTS FOR THE PURPOSE OF PRIORITY REGISTRATION	4/5/2021	10/18/2021	NA	NA	NA
CHANGE OF COLLEGE/MAJOR-LAST DAY TO PROCESS FOR CURRENT TERM	10/8/2021	2/25/2022	6/24/2022	6/24/2022	6/24/2022
EMAIL: STUDENTS ENROLLED FOR CLASSES STARTING MID-SEMESTER (Friday of 7th week of semester)	10/8/2021	2/25/2022	N/A	N/A	N/A
EMAIL: STUDENTS ENROLLMENT APPOINTMENT TIME / REVIEW YOUR DARS (Wednesday prior to advising)	4/5/2021	10/13/2021	N/A	N/A	N/A
EMAIL:PRIORITY REGISTRATION EMAIL TO ADVISORS (Wednesday prior to advising)	4/5/2021	10/13/2021	N/A	N/A	N/A
EMAIL: FACULTY - FINAL EXAM & GRADE DEADLINE (3 weeks after combined sections memo from Vicki Dornbush) (8th week of semester)	10/18/2021	3/14/2022	N/A	N/A	N/A
COMMENCEMENT PROGRAM UPDATED PREVIOUS EDUCATION REPORT TO REGISTRAR (TAD OFFICE SUPPLIES THIS INFORMATION)	10/25/2021	3/25/2022	NA	9/26/2022	NA
LAST DAY TO WITHDRAW FROM AN INDIVIDUAL CLASS ON STUDENT'S SCHEDULE. WP/WF/WN GRADE ASSIGNED. NO FEE ADJUSTMENT	10/29/2021	3/25/2022	6/10/2022	7/15/2022	7/29/2022
EMAIL: TO INSTRUCTORS - GRADING SYSTEM AVAILABLE (day before last day of classes, after 5pm for Fall & Spring only; 3 days prior for summer)	12/3/2021	4/22/2022	6/17/2022	8/5/2022	8/5/2022
LAST DAY TO WITHDRAW FROM THE UNIVERSITY	12/3/2021	4/22/2022	6/24/2022	8/12/2022	8/12/2022
GRADING SYSTEM AVAILABLE @ 10:00 AM (flexibly scheduled classes are available for grading on the last day of class, all other classes are available for grading on date stated)	12/6/2021	4/25/2022	6/20/2022	8/8/2022	8/8/2022
SEMESTER CLOSING	12/11/2021	4/30/2022	6/25/2022	8/13/2022	8/13/2022

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DEGREE CONFERRAL DATES	12/11/2021	04/29/22 04/30/22 05/07/22	8/13/2022	8/13/2022	8/13/2022
GRADE DEADLINE - END OF TERM GRADES DUE BY 12:00 NOON	12/15/2021	5/4/2022	6/29/2022	8/17/2022	8/17/2022
PROBATION REVIEW OPEN FOR DEAN'S REVIEW	12/16/2021	5/5/2022	NA	8/18/2022	NA
EMAIL: TO STUDENTS - GRADES AVAILABLE IN MY OHIO STUDENT CENTER	12/16/2021	5/5/2022	6/30/2022	8/18/2022	8/18/2022
ACADEMIC DEAN'S PROBATION REVIEW DEADLINE	12/17/2021	5/6/2022	NA	8/19/2022	NA
CANDIDATE DARS WITH GRADES FOR DEAN'S REVIEW	12/17/2021	5/6/2022	NA	8/19/2022	NA
CANDIDATES CONFER/DENY REPORT TO DEANS	12/20/2021	5/6/2022	NA	8/19/2022	NA
EMAIL: TO STUDENTS - PROBATION STATUS AVAILABLE IN MY OHIO STUDENT CENTER	12/20/2021	5/9/2022	N/A	8/22/2022	N/A
FINAL PROBATION REPORTS AVAILABLE IN OBI	12/20/2021	5/9/2022	NA	8/22/2022	NA
OFFICIAL TRANSCRIPTS FOR CURRENT TERM GRADES AVAILABLE	12/20/2021	5/9/2022	7/5/2022	8/22/2022	8/22/2022
DROP FUTURE ENROLLMENT FOR STUDENTS ACADEMICALLY DISMISSED AFTER LAST TERM (FIRST THURSDAY OF TERM EXCEPT IN SPRING THEN THURSDAY BEFORE THE START OF THE TERM)	8/26/2021	1/6/2022	5/12/2022	5/12/2022	6/30/2022
CONFER/DENY REPORT RETURNED TO REGISTRAR'S OFFICE	1/3/2022	5/13/2022	NA	8/26/2022	NA
EMAIL: I TO F GRADE LAPSE WARNING (Assistant Registrar for Academic Records)	1/3/2022	8/12/2022	8/12/2022	8/12/2022	8/12/2022
FINAL CONFER/DENY REPORT FOR STUDENTS ON HOLD RETURNED TO REGISTRAR	1/10/2022	5/20/2022	NA	9/2/2022	NA
DEPARTMENTAL HONORS LIST TO REGISTRAR	1/10/2022	5/20/2022	NA	9/2/2022	NA
DEGREE BEARING TRANSCRIPTS AND DEGREE VERIFICATION LETTERS AVAILABLE	1/18/2022	5/31/2022	NA	9/12/2022	NA

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INCOMPLETE GRADE CHANGE DEADLINE (SPECIAL GRADE REPORTS OR REQUEST FOR EXTENSION OF TIME MUST BE IN THE REGISTRAR'S OFFICE) <b>NOTE: GRADUATION CANDIDATES MUST HAVE INCOMPLETE GRADES RESOLVED BY THE END OF THE TERM IN WHICH THEY WILL GRADUATE</b>	1/21/2022	9/2/2022	9/2/2022	9/2/2022	9/2/2022
I TO F GRADE LAPSE PROCESS	1/21/2022	9/2/2022	9/2/2022	9/2/2022	9/2/2022
DEAN'S LIST FINAL REPORT	1/28/2022	5/27/2022	9/9/2022	9/9/2022	9/9/2022
BEGIN MAILING DIPLOMAS (STUDENTS RECEIVE AN EMAIL ALERTING THEM TO THE ARRIVAL OF THEIR DIPLOMA AND ADVISING THEM CEDIPLOMAS ARE AVAILABLE)	2/3/2022	6/13/2022	NA	9/30/2022	NA