

OHIO UNIVERSITY
OFFICE OF THE UNIVERSITY REGISTRAR
Production Calendar for Athens and Regional Campuses 2023-24

Description	Fall Semester 2023-2024	Spring Semester 2023-2024	First Summer Session 2023-2024	Full Summer Semester 2023-2024	Second Summer Session 2023-2024
Deadline for providing rollover information for scheduling classes	10/5/2022	3/10/2023	9/29/2023	9/29/2023	9/29/2023
Initial data entry deadline for scheduling classes for colleges who use the scheduling optimizer	1/11/2023	7/21/2023	N/A	N/A	N/A
Deadline for first priority for 99-seat or more classroom requests (Athens campus)	12/9/2022	5/22/2023	N/A	N/A	N/A
Regional Higher Education provides course plans to colleges	12/16/2022	6/1/2023	11/3/2023	11/3/2023	11/3/2023
Schedule of classes available to colleges for updating/scheduling in PeopleSoft/Astra	10/11/2022	3/20/2023	10/4/2023	10/4/2023	10/4/2023
Spreadsheets for scheduling classes due to Registrar from INST, GRAD, UNC, GVS, RHE	1/11/2023	6/5/2023	11/27/2023	11/27/2023	11/27/2023
Deadline for classroom assignments by colleges to use their priority space	1/27/2023	7/28/2023	N/A	N/A	N/A
Textbook system available for update (required and optional textbooks and materials should be entered or a note added indicating nothing is required)	2/2/2023	8/14/2023	11/27/2023	11/27/2023	11/27/2023
Classroom assignments complete by registrar	2/1/2023	8/3/2023	12/8/2023	12/8/2023	12/8/2023
Deadline for scheduling classes data entry by colleges and registrar	2/17/2023	9/15/2023	12/22/2023	12/22/2023	12/22/2023
Course Offerings available	2/24/2023	9/22/2023	1/8/2024	1/8/2024	1/8/2024
Enrollment appointment time available in MyOHIO Student Center	3/22/2023	9/26/2023	N/A	N/A	N/A
Email to Students: Enrollment appointment time and review DARS and graduation plan (Wednesday prior to advising)	10/18/2023	3/20/2024	N/A	N/A	N/A
Email to Advisors: Priority Registration details (Wednesday prior to advising)	10/18/2023	3/20/2024	N/A	N/A	N/A
DARS updated for all currently enrolled students for the purpose of priority registration	3/20/2023	10/15/2023	N/A	N/A	N/A
Academic Advising begins	3/20/2023	10/23/2023	N/A	N/A	N/A
Textbook and Materials must be updated in the Textbook System	4/3/2023	10/30/2023	2/19/2024	2/19/2024	2/19/2024
Priority Registration begins	4/3/2023	10/30/2023	N/A	N/A	N/A

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Open Registration begins (no enrollment appointment required)	4/24/2023	11/20/2023	2/19/2024	2/19/2024	2/19/2023
Learning Community Breakout (LCOM 1000 dropped and individual classes added)	7/3/2023	N/A	N/A	N/A	N/A
Email to Students: Reminder to review class schedule / 15 to finish /review catalog #1 (1 week before classes)	8/21/2023	1/9/2024	5/6/2024	5/6/2024	6/24/2024
Review advisee list to ensure advisors and faculty mentors are updated; ensure students are in active programs	8/21/2023	1/8/2024	5/6/2024	5/6/2024	5/6/2024
Requisite Drop	8/24/2023	1/11/2024	5/9/2024	5/9/2024	5/9/2024
Last day to cancel registration (remove all courses and fees)	8/27/2023	1/15/2024	5/12/2024	5/12/2024	6/30/2024
Email to Students: Reminder to review class schedule / 15 to finish /review catalog #2 (first day of classes)	8/28/2023	1/16/2024	5/13/2024	5/13/2024	7/1/2024
Classes begin - all locations	8/28/2023	1/16/2024	5/13/2024	5/13/2024	7/1/2024
Graduation Application Available	8/28/2023	1/16/2024	5/13/2024	5/13/2024	5/13/2024
Email to Students: Graduation application is available	8/28/2023	1/16/2024	N/A	5/13/2024	N/A
Drop future enrollment for students who were academically dismissed after last term (first Thursday of the term except in spring then it is Thursday before the start of the term)	8/31/2023	1/11/2024	5/16/2024	5/16/2024	5/16/2024
Last day to add a class without instructor approval (Fall, Spring, and Full Summer)	9/1/2023	1/19/2024	N/A	5/17/2024	N/A
Email to Students: Reminder to review class schedule / 15 to finish /review catalog #3 (one day prior to last day to register)	9/7/2023	1/25/2024	5/16/2024	5/23/2024	7/3/2024
Last day to add a class (instructor's permission required)	9/8/2023	1/26/2024	5/17/2024	5/24/2024	7/5/2024
Classes dropped will reflect grade WP/WF/WN on student's academic record. No fee adjustment for the dropped classes.	9/9/2023	1/27/2024	5/17/2024	5/24/2024	7/6/2024

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Pass/Fail forms due from college to the registrar (Monday following the last day to apply for P/F)	9/11/2023	1/29/2024	5/28/2024	5/28/2024	5/28/2024
Email to Students: : FERPA notification (3 business days after end of registration)	9/13/2023	1/31/2024	N/A	5/29/2024	N/A
Email to Students:Update emergency contact information (2 days after FERPA email)	9/15/2023	2/2/2024	N/A	5/31/2024	N/A
Corrected Pass/Fail for current term audit to deans and pass/fail reports for previous terms with grades to deans	9/11/2023	1/29/2024	5/20/2024	5/27/2024	7/8/2024
Email to subset of Students: Final Reminder to Apply for Graduation (1 business day prior to deadline)	9/29/2024	2/16/2024	N/A	7/12/2024	N/A
Memo to departments/schools/administrative offices regarding final exams and combined sections	10/9/2023	2/26/2024	N/A	N/A	N/A
Application for Graduation Deadline (\$100 late fine begins after this date for applications processed)	10/2/2023	2/19/2024	7/15/2024	7/15/2024	7/15/2024
Preliminary IP DARS to Colleges for graduation candidates	10/5/2023	2/22/2024	N/A	7/18/2024	N/A
Commencement program previous education report to Thesis and Dissertation (TAD) office in Graduate College (Friday after Application for Graduation Deadline)	10/6/2023	2/23/2024	7/19/2024	7/19/2024	7/19/2024
Email to Students:Students enrolled in classes starting mid-semester (Friday of 7th week of semester)	10/13/2023	3/1/2024	N/A	N/A	N/A
Email to Faculty:Final exam details and grading (3 weeks after combined sections memo) (8th week of semester)	10/23/2023 (approximate)	3/11/2024 (approximate)	N/A	N/A	N/A
Previous education deadline for TAD office to provide to Registrar's office for commencement program (4 weeks later)	11/1/2023	3/22/2024	7/24/2024	7/24/2024	7/24/2024
Last day to withdraw from an individual class on student's schedule. WP/WF/WF grade assigned. No fee adjustments	11/3/2023	3/29/2024	6/14/2024	7/19/2024	8/2/2024
Email to Instructors: Grading system is available (day before last day of classes, after 5pm for Fall & Spring only; 3 days prior for summer)	12/8/2023	4/26/2024	6/21/2024	8/9/2024	8/9/2024
Last day to withdraw from the University	12/8/2023	4/26/2024	6/21/2024	8/9/2024	8/9/2024

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Deadline for change of college/major - last day to process for current term (major changes within the college may continue)	12/8/2023	4/26/2024	6/28/2024	8/16/2024	8/16/2024
Last day for students to opt in to OHIO Guarantee+ Graduation Plan	12/9/2023	4/27/2024	12/7/2024	12/7/2024	12/7/2024
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)	12/11/2023	4/29/2024	6/24/2024	8/12/2024	8/12/2024
Semester closing	12/16/2023	5/4/2024	6/29/2024	8/17/2024	8/17/2024
Degree Conferral Dates	12/16/2023	5/3/2024 (GRAD) 5/4/2024 (UGRD) 5/11/2024 (MED)	8/17/2024	8/17/2024	8/17/2024
Registrar updates Graduation Plan students to "Under Review" via PS process	12/16/2023 12/22/2023 (1 PM)	5/4/2024 5/10/2024 5/13/2024	8/17/2024 8/23/2024 8/26/2024	8/17/2024 8/23/2024 8/26/2024	8/17/2024 8/23/2024 8/26/2024
Grade Deadline - end of term (Grades due at noon on Wednesday following final exams)	12/20/2023	5/8/2024	7/3/2024	8/21/2024	8/21/2024
Probation review open to colleges/academic deans	12/21/2023	5/9/2024	N/A	8/22/2024	N/A
Email to students: Grades available in MyOHIO Student Center	12/21/2023	5/9/2024	7/4/2024	8/22/2024	8/22/2024
Bulk milestone updates processed for milestones dependent on grades	12/21/2023	5/9/2024	8/22/2024	8/22/2024	8/22/2024
College/Academic deans probation review finalized	12/22/2023	5/10/2024	N/A	8/23/2024	N/A
Candidate DARS with grades for Dean's/College review	12/22/2023	5/10/2024	N/A	8/23/2024	N/A
Candidates Confer/Deny report to Dean's/College review	12/22/2023	5/10/2024	N/A	8/23/2024	N/A
Advisor completes milestone review.	12/22/2023 (by noon)	5/10/2024	8/23/2024	8/23/2024	8/23/2024
Email to Students -Probation status available in MyOHIO Student Center	12/22/2023 (Status Available 12/23/2024)	5/13/2024	N/A	8/26/2024	N/A

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Final probation reports available in OBI	12/23/2023	5/13/2024	N/A	8/26/2024	N/A
Official transcripts for current term grades available	12/26/2023	5/13/2024	N/A	8/26/2024	N/A
Master Curriculum File updated on website	8/28/2023	1/16/2024	5/13/2024	5/13/2024	5/13/2024
Confer/Deny report deadline - return to Registrar's Office	1/5/2024	5/17/2024	N/A	8/30/2024	N/A
Email to students: I to F grade lapse warning (Assistant Registrar for Academic Records)	1/5/2024	8/16/2024	8/16/2024	8/16/2024	8/16/2024
Deadline for final Confer/Deny report for students on hold returned to registrar	1/12/2024	5/24/2024	N/A	9/6/2024	N/A
Departmental honors list submitted to registrar	1/12/2024	5/24/2024	N/A	9/6/2024	N/A
Degree bearing transcripts and degree verification letters are available to students/alumni	1/19/2024	5/30/2024	N/A	9/11/2024	N/A
President's/Provost's/Dean's List Final Report	2/2/2024	5/31/2024	9/13/2024	9/13/2024	9/13/2024
Deadline for Incomplete grades to be changed (special grade report submitted or require for incomplete extension must be in the registrar's office) Note: graduation candidates must have incomplete grades resolved by the end of the term in which they are graduating (any currently enrolled student with I grade from last enrolled term) Due @ 5PM per Acad Cal.	1/26/2024	9/6/2024	9/6/2024	9/6/2024	9/6/2024
I to F Grade Lapse Process	1/29/2024	9/9/2024	9/9/2024	9/9/2024	9/9/2024
Begin mailing diplomas (students receive an email alerting them to the arrival of their diploma and advising them that CeCredentials are available)	2/9/2024	6/14/2024	N/A	9/26/2024	N/A
On/Off Plan Process runs (reviews students who have all grades recorded and milestone review process is complete)	12/22/2023 (1 PM)	5/10/2024 (morning) 5/13/2024 (morning)	8/23/2024 (morning) 8/26/2024 (morning)	8/23/2024 (morning) 8/26/2024 (morning)	8/23/2024 (morning) 8/26/2024 (morning)