

2018-2019 Scheduling Production Schedule

Date(s)	Activity
Mon., June 25	Scheduling access opens in SIS for Spring and Summer 2019 course entry.
Wed., August 22	Requests for Non-Standard Time due to the Scheduling Office for consideration by the Calendar Committee. Please use Non-Standard Meeting Time Request Form . Note: Past use of non-standard patterns does not guarantee future use of that pattern. See Campus Time Table for a list of standard times.
Fri., August 24	Meeting of University Registration, Records, and Calendar Committee (URRCC).
Mon.-Tue., Aug 27-28	Departments will hear back regarding approved and denied Non-Standard Time requests.
Fri., August 31	Deadline for all Spring 2019 Distance Education (DE) courses to be submitted to Breanna Collins and all Engineering Online (EOL) classes to be submitted to Dr. Linda Krute.
Tue.-Fri., Sept 4-7	Final Update Period. Review and check errors for your Spring 2019 course data using the Schedule Error reports found on the tabs in the Scheduling Work Center. Checking now gives you a week to correct errors while your access is still open.
Wed., September 5	Special Topics ID Requests Priority Deadline due for Spring 2019 by using the Special Topics Request Form . This priority deadline guarantees the title will be on the schedule before registration opens in October.
Fri., September 7	Spring 2019 SIS scheduling access closes at 5pm. Summer 2019 access will remain open through January.
Sat.-Tue., Sept 8-Oct 2	University Scheduling Office processing period for Spring 2019.
Wed.-Tue., Oct 3-9	Review Period. Review the Spring 2019 schedule and notify the University Scheduling Office of problems.
Thu., October 4	Limited Scheduling access opens for Spring 2019.
Wed., October 10	Spring and Summer 2019 schedule of courses available online. Summer scheduling access remains open through January.

Mon., December 3	Scheduling access opens for Fall 2019 course entry.
Wed., January 23	Requests for Non-Standard Time due to the Scheduling Office for consideration by the Calendar Committee. Please use Non-Standard Meeting Time Request Form . Note: Past use of non-standard patterns does not guarantee future use of that pattern. See Campus Time Table for a list of standard times.
Fri., January 25	Meeting of University Registration, Records, and Calendar Committee (URRCC).
Fri., January 25	Summer 2019 SIS scheduling access closes. All forms and requests must be submitted to the Scheduling Office for processing. Deadline for all Summer 2019 Distance Education (DE) courses to be submitted to Breanna Collins and all Engineering Online (EOL) courses to be submitted to Dr. Linda Krute.
Mon.-Tue., Jan 28-29	Departments will hear back regarding approved and denied Non-Standard Time requests.
Mo.-Fri., Jan 28-Feb 1	Final Update Period. Review and check errors for your Fall 2019 course data using the Schedule Error reports found on the tabs in the Scheduling Work Center. Checking now gives you a week to correct errors while your access is still open. University Scheduling Office processing period for Summer 2019.
Wed., January 30	Deadline for all Fall 2019 Distance Education (DE) courses to be submitted to Breanna Collins and all Engineering Online (EOL) classes to be submitted to Dr. Linda Krute. Special Topics ID Requests Priority Deadline due for Fall 2019 by using the Special Topics Request Form . This priority deadline guarantees the title will be on the schedule before registration opens in March.
Fri., February 1	Summer 2019 room assignments available. Limited scheduling access opens for Summer.
Mon., February 4	Fall 2019 SIS scheduling access closes at 5pm.
Tu.-Tu., Feb 5 - Mar 5	University Scheduling Office processing period for Fall 2019.
Wed.-Tue., Mar 6-12	Review Period. Review the Fall 2019 schedule and notify the University Scheduling Office of problems.
Fri., March 8	Limited Scheduling access opens for Fall 2019.
Wed., March 13	Fall 2019 schedule of courses available online.

