MARY BALDWIN COLLEGE ADULT DEGREE PROGRAM
CALENDAR FOR 2011 - 2012

Fall Semester '11

Aug. 26	Last day of **online** registration for Fall '11 courses.
Aug. 29	First day of Fall '11 Staunton campus classes.
	Financial aid students must be registered for Fall '11 courses. **Failure to meet this deadline may endanger students' financial aid status. Contact the Financial Aid Office for details.**
	Special student registration opens for Fall '11 on-campus courses.
Aug. 29 - Sept. 2	Add/Drop period for Fall '11 courses. Students may drop a course and receive a full refund.
Oct. 1	**Students' deadline** to drop a fall course and receive a **partial** refund.
	Application for Graduation deadline for **January '12** graduation.
Oct. 4	Apple Day. No classes on Staunton campus.
Oct. 6	Founder's Day.
Oct. 10	**Instructors' deadline** to submit **Spring '12** course information to ADP Central Office.
Oct. 14 - 17	**Fall Break**. Faculty may not be in their offices.
Oct. 18	Classes on Staunton campus resume.
Oct. 24	Last day to withdraw from **all** course work for the Fall '11 semester. Pro rata refund policy applies.
Oct. 25	**Deadline** to change grading option for Fall '11 courses.
	Deadline to withdraw from a Fall '11 course. **Students will not receive a refund**.
Nov. 7	**Online Registration** opens for **Spring '12** courses. (Reg. for Global Honors Scholars opens Oct. 24)
Nov. 10	**Instructors' deadline** to submit **spring course syllabi** to ADP Central Office.
Nov. 23 - 27	**Thanksgiving Break.** Faculty may not be in their offices.
	Offices closed Nov. 24 & 25.
Nov. 28	Classes on Staunton campus resume.
Dec. 2	Last day of Fall '11 Staunton campus classes.
	Deadline to request the reversal of P/NC options for the Fall '11 semester.
Dec. 5 - 9	Final exam week for Staunton campus classes.
Dec. 9	**Last day of ADP Fall '11 courses.**
	Students' deadline to send remaining Fall '11 work to instructors. Faculty are not required to accept work after this date.
	Students' deadline to send **ET forms** to advisors. ET's will extend fall work to **May 15, 2012**.
Dec. 10 - Jan. 8	**Winter Break**. Faculty may not be in their offices. **ADP office holiday schedule TBA.**
Dec. 19	**Instructors' deadline** to turn in Fall '11 grades to ADP Central Office.

Spring Semester '12

Jan. 6	Last day of **online** registration for Spring '12 courses.
Jan. 9	First day of Spring '12 Staunton campus classes.
	Financial aid students must be registered for Spring '12 courses. **Failure to meet this deadline may endanger students' financial aid status. Contact the Financial Aid Office for details.**
	Special student registration opens for Spring '12 on-campus courses.
Jan. 9 - 13	Add/Drop period for Spring '12 courses. Students may drop a course and receive a full refund.
Feb. 1	**Students' deadline** to drop a spring course and receive a **partial** refund.
	Application for Graduation deadline for May '12 graduation.
Feb. 25	**Instructors' deadline** to submit **Summer and Fall '12** course information to ADP Central Office.
Mar. 2	**Deadline** to change grading option for Spring '12 courses.
	Deadline to withdraw from a Spring '12 course. **Students will not receive a refund**.
Mar. 3 - 11	**Spring Break.** Faculty may not be in their offices.
Mar. 6	Last day to withdraw from **all** course work for the Spring '12 semester. Pro rata refund policy applies.
Mar. 12	Classes on Staunton campus resume.
Mar. 25	**Instructors' deadline** to submit summer **course syllabi** to ADP Central Office.

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Mar. 26	**Online Registration** opens for **Summer/Fall '12** courses. (Reg. for Global Honor Scholars opens Mar. 12)
April 1	Check your spring course syllabi for due dates. If instructors plan to teach May term travel-study courses, your spring work deadlines may be earlier than May 15.
April 13	Last day of Spring '12 Staunton campus classes. **Deadline for <u>graduating seniors</u> to request the reversal of P/NC options for the Spring '12 semester.** Deadline for **all students taking on-campus courses** to request the reversal of P/NC options for the Spring '12 semester.
April 16 - 20, 23	Final exam period for Spring '12 Staunton campus classes.
April 23	**Graduating seniors' deadline** to send in remaining Spring '12 work to those instructors who have not already required it earlier. Faculty are not required to accept work after this date.
April 24	**Pre-May Term Break**. Faculty may not be in their offices.
April 25	May term classes on Staunton campus begin. Add/Drop day for May term Staunton campus classes.
May 2	**Instructors' deadline** to submit Spring '12 grades for **May '12 ADP graduating seniors.**
May 15	**Last day of ADP Spring '12 courses.** Last day of May term classes on Staunton campus. **Students' (except graduating seniors) deadline** to send remaining Spring '12 work to instructors. Faculty are not required to accept work after this date. **Students' deadline** to send **ET forms** to advisors. ET's will extend spring work to **August 18, 2012**. Deadline for students taking **ADP courses** to request the reversal of P/NC options for the Spring '12 semester. **This applies only to those students not graduating in May.** Graduating seniors deadline to reverse a P/NC was April 13.
May 18 - 20	**Commencement Weekend.**
May 23	**Instructors' deadline** to turn in Spring '12 grades to ADP Central Office.

Summer Session '12

May 25	Last day of **online** registration for Summer '12 courses. **Online Registration** period for Fall '12 courses continues.
May 28	**Memorial Day** holiday. **Offices closed**.
May 29	**Beginning of Summer '12 session**. Staunton campus faculty are not required to be in their offices during the summer. If you are taking a summer course, be sure to find out when and where to contact your instructor. Financial aid students must be registered for Summer '12 ADP courses. **Failure to meet this deadline may endanger students' financial aid status. Contact the Financial Aid Office for details.**
May 29 - June 4	Add/Drop period for Summer '12 courses. Students may drop a course and receive a full refund.
June 1	**Application for Graduation** deadline for **September '12** graduation.
June 15	**Students' deadline** to drop a summer course and receive a **partial refund.**
June 25 - 29	**Summer Week on Staunton Campus**
June 25	**Instructors' deadline** to submit **fall course syllabi** to ADP Central Office.
July 4	**Offices closed for Independence Day holiday.**
July 9	**Deadline** to change grading option for Summer '12 courses. **Deadline** to withdraw from Summer '12 courses. **Students will not receive a refund.**
July 31	**TAG application deadline** for 2012/2013 aid.
Aug. 18	**Last day of ADP Summer '12 courses.** **Students' deadline** to send remaining Summer '12 work to instructors. Faculty are not required to accept work after this date. **Students' deadline** to send **ET forms** to advisors. ET's will extend summer work **to December 14, 2012.** **Deadline to request the reversal of P/NC options for the Summer '12 session.**
Aug. 23	**Instructors' deadline** to turn in Summer '12 grades to ADP Central Office.

(dcc 08/2/11)