

ACADEMIC AND ADMINISTRATIVE CALENDAR 2004-05

Please read and follow registration and enrollment instructions and deadlines contained in this schedule. It is your responsibility to pay fees, enroll in classes, and file petitions before the stated deadlines.

Key Dates

	Fall '04	Winter '05	Spring '05
QUARTER BEGINS	Sept 18 Sat	Jan 3 Mon	Mar 28 Mon
ORIENTATION For details refer to the Campus Orientation Office. For EOP, transfer, and re-entry orientations, refer to announcements by the EOP and STARS Offices.			
INSTRUCTION BEGINS	Sept 23 Thur	Jan 4 Tues	Mar 28 Mon
HOLIDAYS (falling within the quarter)	Nov 11, 25, 26 Thur, Thur, Fri	Jan 17, Feb 21 Mon, Mon	May 30 Mon
INSTRUCTION ENDS	Dec 3 Fri	Mar 14 Mon	June 3 Fri
FINAL EXAMINATIONS	Dec 6-9 Mon-Thur	Mar 15-18 Tues-Fri	June 6-9 Mon-Thur
QUARTER ENDS	Dec 9 Thur	Mar 18 Fri	June 9 Thur
COMMENCEMENTS			June 10-12 Fri-Sun
HOLIDAYS (not falling within the quarter)	Sept 6, Dec 24, 27, 30, 31 Mon, Fri, Mon, Thur, Fri	Mar 25 Fri	July 4 Mon
CAMPUS CLOSURE DATES The campus is closed from Friday, December 24 through Sunday, January 2. In addition to the holidays listed above, employees are required to take the following two days off during this period: December 28 and 29. Contact Staff Human Resources at www2.ucsc.edu/staff_hr/ for details.			

	Fall '04	Winter '05	Spring '05
BILLING STATEMENTS MAILED/AVAILABLE ONLINE including registration and housing fees.	Aug 23 Mon	Nov 29 Mon	Feb 28 Mon
HOUSING FEES DUE Cashier's Office.	Sept 14 Tues	Dec 17 Fri	Mar 18 Fri
REGISTRATION FEES DUE Undergraduates Classes are dropped if payment is not completed by 4 P.M. Late registration fee of \$50 assessed after this date. Cashier's Office.	Sept 14 Tues	Dec 17 Fri	Mar 18 Fri
STUDENT HEALTH INSURANCE Last day to apply for waiver. Cowell Student Health Center.	Sept 18 Sat	Jan 3 Mon	Mar 28 Mon
ADD/DROP/SWAP CLASSES BEGINS Minimum/maximum credit limits enforced. Enrollment blocked if registration fees not paid.	Sept 23 Thur	Jan 4 Tues	Mar 28 Mon
ENROLLMENT DEADLINE Students must be enrolled in one class by this date, or \$50 late enrollment fee assessed.	Oct 1 Fri	Jan 12 Wed	Apr 5 Tues
REGISTRATION FEES DUE Graduate Students \$50 late fee after this date. Cashier's Office.	Oct 1 Fri	Jan 12 Wed	Apr 5 Tues
REQUEST FOR NON-RELEASE OF PUBLIC INFORMATION Deadline to have information excluded from the online student directory. Office of the Registrar.	Oct 1 Fri	Jan 12 Wed	Apr 5 Tues
PART-TIME PROGRAM Graduate Students Last day to apply for a reduced class load and fees. Department.	Oct 1 Fri	Jan 12 Wed	Apr 5 Tues
CLASS PERMISSION NUMBERS REQUIRED for all classes.	Oct 2 Sat	Jan 13 Thur	Apr 6 Wed
ADD/DROP/SWAP CLASSES ENDS Last day to process enrollment transactions.	Oct 13 Wed	Jan 25 Tues	Apr 15 Fri
GRADE OPTION Last day to change grade option.	Oct 13 Wed	Jan 25 Tues	Apr 15 Fri
PART-TIME PROGRAM Undergraduates Last day to apply for a reduced class load and fees. Office of the Registrar.	Oct 13 Wed	Jan 25 Tues	Apr 15 Fri
ADD BY PETITION BEGINS First day to add a class by petition (\$10 fee). Office of the Registrar.	Oct 14 Thur	Jan 26 Wed	Apr 18 Mon
WITHDRAW FROM A CLASS BEGINS Undergraduates Students who drop will receive a W (Withdraw) notation. College Office.	Oct 14 Thur	Jan 26 Wed	Apr 18 Mon
DECLARATION/CHANGE OF MAJOR/MINOR Last day to file petition to be effective for enrollment the following quarter. College.	Oct 20 Wed	Feb 2 Wed	Apr 27 Wed
WITHDRAW FROM THE UNIVERSITY Last day to file to withdraw during the quarter, except for emergency reasons. College office/Division of Graduate Studies.	Oct 27 Wed	Feb 7 Mon	May 2 Mon
CHANGE OF COLLEGE Last day to file petition to be effective the following quarter. Office of the Registrar.	Nov 8 Mon	Feb 9 Wed	May 4 Wed

Advising and Advance Enrollment

	Fall '04	Winter '05	Spring '05
Continuing and Readmitted Students			
ADVISING WEEK Continuing and readmitted undergraduates.	May 24-28 Mon-Fri	Oct 27-Nov 2 Wed-Tues	Feb 9-15 Wed-Tues
PRIORITY ENROLLMENT Continuing and readmitted students, by appointment.	June 1-9 Tues-Wed	Nov 3-17 Wed-Wed	Feb 16-Mar 2 Wed-Wed
OPEN ENROLLMENT Continuing and readmitted students.	June 11-Sept 14 Fri-Tues	Nov 19-Dec 16 Fri-Thurs	Mar 4-18 Fri-Fri
CLASS PERMISSION NUMBERS VALID First day students can use class permission numbers.	June 11 Fri	Nov 19 Fri	Mar 4 Fri

New Students			
PRIORITY ENROLLMENT New graduate students.	June 17 Thur		
PRIORITY ENROLLMENT New undergraduate summer orientation attendees, by reservation. Reservations made through the Orientation Programs Office.	June 18-30 Fri-Wed		
PRIORITY ENROLLMENT New undergraduates who did not attend summer orientation.	July 1 Thur		
OPEN ENROLLMENT BEGINS New students.	July 2 Fri		

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	Fall '04	Winter '05	Spring '05	Summer '05
WITHDRAW FROM A CLASS ENDS Undergraduates final date to drop with a W (Withdraw) notation, except for emergency reasons. College Office.	Nov 3 Wed	Feb 14 Mon	May 9 Mon	
CREDIT BY PETITION ENDS Undergraduates Last day to file petition to challenge a class (\$10 fee). Office of the Registrar.	Nov 3 Wed	Feb 14 Mon	May 9 Mon	
ADD BY PETITION ENDS Last day to add a class by petition (\$10 fee). Office of the Registrar.	Nov 3 Wed	Feb 14 Mon	May 9 Mon	
REMOVAL OF INCOMPLETE Undergraduates Deadline to file petition (\$10 fee) and submit class work for Incomplete grade from preceding quarter. Office of the Registrar.	Dec 9 Thur	Mar 18 Fri	June 9 Thur	
Graduate Students Deadline to file petition (\$10 fee) and submit class work for Incomplete grade within the last three quarters. Office of the Registrar.				
LEAVE OF ABSENCE Last day to petition for leave beginning the next quarter. College office/Division of Graduate Studies.	Dec 9 Thur	Mar 18 Fri	Aug 26 Fri	
GRADES DUE from instructors by noon. Department offices.	Dec 14 Tues	Mar 22 Tues	June 14 Tues	
EVALUATIONS DUE from instructors.	Jan 10 Mon	Apr 8 Fri	June 30 Thur	
ENROLLMENT ADJUSTMENT PETITION Undergraduates One-time exception to petition to correct enrollment (\$10 fee). Office of the Registrar.	Mar 18 Fri	June 9 Thur	Dec 8 Thur	

Announcing Candidacy for Degree/Graduation

GRADUATE STUDENTS announcing for certificate, master's, or Ph.D. Deadline to submit form or pay for filing fee, if applicable. Division of Graduate Studies.	Oct 8 Fri	Jan 14 Fri	Apr 15 Fri	June 24 Fri
UNDERGRADUATES announcing for bachelor's degree. Deadline to submit form. Office of the Registrar.	Oct 20 Wed	Feb 2 Wed	Apr 27 Wed	July 20 Wed
GRADUATE STUDENTS last day to complete all requirements for degree.	Dec 9 Thur	Mar 18 Fri	May 27 Thur	Sept 1 Thur
UNDERGRADUATES last day to complete all requirements for degree and for the Office of the Registrar to receive transcripts from other institutions.	Dec 9 Thur	Mar 18 Fri	June 9 Thur	Aug 26 Fri

Intercampus Visitor/Exchange Programs

UNDERGRADUATES Application period. Office of the Registrar.	Nov 1–Apr 30	July 1–Oct 31	Oct 1–Jan 31 (July 1–Oct 1 UC Berkeley)
GRADUATE STUDENTS Last day to file application. Division of Graduate Studies.	Aug 15 (Apr 30, 2004 UC Berkeley)	Nov 15	Feb 15

Financial Aid

FINANCIAL AID APPLICATION FOR UNDERGRADUATES

- File the free Application for Federal Student Aid (FAFSA) by March 1 prior to each fall quarter:
 - for enrollment in fall 2004, file by March 1, 2004
 - for enrollment in fall 2005, file by March 1, 2005
- Complete your file by providing all supporting documentation requested by the Financial Aid Office by May 1 of each year (prior to each fall quarter).
- Applications filed after the March 1 priority deadline will be considered, but not for state or institutional grants.

SCHOLARSHIP DEADLINE FOR CONTINUING STUDENTS

February 1 prior to each fall quarter.

FINANCIAL AID APPLICATION FOR GRADUATES

Contact your academic department.

Readmission

Fall '04	Winter '05	Spring '05
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READMISSION APPLICATION Undergraduates

Filing deadline for priority enrollment. Office of Admissions.

Apr 1, 2004 Thur	Oct 1, 2004 Fri	Jan 1, 2005 Sat
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READMISSION APPLICATION FINAL FILING DEADLINE

Undergraduates: Office of Admissions.
Graduates: Division of Graduate Studies.

July 31 Sat	Oct 31 Sun	Jan 31, 2005 Mon
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- Graduate students may refer to the *Graduate Student Handbook* for a more detailed and comprehensive listing of procedures, dates, and deadlines; go to graddiv.ucsc.edu/.
- A printable version of this calendar is also available via the web at reg.ucsc.edu/calendar/04_05calendar.pdf; for key dates, go to reg.ucsc.edu/keydates2004_05.pdf.
- For more information on the topics listed above, go to reg.ucsc.edu.