

**Jackson State University  
Office of Academic Affairs and Student Life  
Spring 2011 Time Lines**

<b>DATE</b>	<b>ITEM</b>	<b>TO</b>	<b>FROM</b>	<b>RESPONSIBLE PARTY</b>
Monday, January 3	Staff Return	Staff	Administration	Staff
Monday, January 10	Orientation for Freshmen and Transfer Students	Faculty, Chairs, Deans	Undergraduate Studies	Undergraduate Studies, Faculty, Chairs
Tuesday-Wednesday, January 11-12	Registration 8:30 a.m. - 4:00 p.m.	Faculty, Chairs, Deans	Enrollment Management	Enrollment Management, Deans, Chairs
Tuesday - Wednesday, January 11-12	Graduate Registration 6:00 - 8:00 p.m.	Faculty, Chairs, Deans	Enrollment Management	Enrollment Management, Deans, Chairs
Thursday, January 13	Classes Begin 7:00 a.m.	Faculty, Chairs, Deans	OAA	Faculty, Chairs, Deans
Thursday, January 13	Late Fee - \$70.00 Begins	Students	Financial Services	Financial Services
<b>Monday, January 17</b>	<b>HOLIDAY BREAK - NO CLASSES</b>	<b>Dr. Martin L. King Jr.'s Birthday</b>		
January 20 - February 4	NA/P (never attended/present) recorded in PAWS - grades category	Faculty	Enrollment Management/OAA	Faculty
Thursday, January 20	Late Fee \$105.00 Begins	Students	Financial Services	Financial Services

<b>DATE</b>	<b>ITEM</b>	<b>TO</b>	<b>FROM</b>	<b>RESPONSIBLE PARTY</b>
Tuesday, February 1	Last Day to Complete Registration & Pay Fees	Students	Data Mgmt/Financial Services	Financial Services
Tuesday, February 1	Late Fee of \$145.00 Begins	Students	Data Mgmt/Financial Services	Financial Services
Tuesday, February 1	Last Day to Add a Course	Students	Data Mgmt/Financial Services	Financial Services
Friday, February 11	Classes Purged for Non-Payment of Fees	Students	Data Management	Registrar
Friday, February 11	Last Day to Receive Percentage Refund	Students	Financial Services	Financial Services
Friday, February 11	Last Day to Drop a Course with No Grade	Students	OAA/Enrollment Management	Students
February 21-24	Academic Advisement Week	Students/Faculty/Advisors	Administration	Students/Faculty/Academic Advisors
Thursday, February 22	Post C-Base Assessment	Students	Undergraduate Studies	Undergraduate Studies
Monday - Saturday, March 7-12	Mid-Semester Exams	Students, Faculty, Chairs, Deans	OAA	Faculty, Chairs, Deans
Monday, March 14	Mid-Semester Grades Due	Enrollment Mgmt.	Chairs/Faculty	Faculty/Chairs/Deans
Monday, March 14	Preliminary Graduation List Due	Enrollment Mgmt.	Chairs	Chairs
<b>March 14-19 Monday-Saturday</b>	<b>SPRING BREAK - NO CLASSES</b>			

<b>DATE</b>	<b>ITEM</b>	<b>TO</b>	<b>FROM</b>	<b>RESPONSIBLE PARTY</b>
Monday, March 21	Classes Resume	Students/Faculty	Administration	Students/Faculty
Tuesday, March 22	Sophomore Testing	Students	Undergraduate Studies	Undergraduate Studies
Friday, March 25	Last Day a Course May be Dropped with "W" Grade	Students	OAA/Enrollment Mgmt.	Students
Thursday, April 7	Final Graduation List Due	Data Mgmt.	Chairs	Chairs
April 13 - May 4	Early Registration for Fall Semester	Students, Faculty, Undergraduate Studies	OAA/Enrollment Management	Students, Faculty, Undergraduate Studies
April 18-21	Honors Week	Students	Honors College	Honors College
Thursday, April 21	Honors Convocation	Students	Honors College	Honors College

<b>DATE</b>	<b>ITEM</b>	<b>TO</b>	<b>FROM</b>	<b>RESPONSIBLE PARTY</b>
Friday- Monday , April 22-25	<b>HOLIDAY BREAK- NO Classes</b> <b>Classes Resume Tuesday, April 26</b>			
April 26 – April 30	Early Exam Week for Graduating Seniors	Faculty/Deans/Students	OAA	Faculty/Students/Deans
Tuesday, April 26	Last Day to Withdraw from the University	Students	Student Life/Counseling Center	Students
Saturday - Friday, April 30 - May 6	Final Examinations	Students	Faculty	Faculty and Chairs
Friday, May 6	Graduate Commencement	University Community	Alumni Affairs	Alumni Affairs
Friday, May 6	Alumni Day	University Community	OAA	OAA
Saturday, May 7	Undergraduate Commencement	Students/Faculty	OAA	OAA
Monday, May 9	Grade Reports Due	Data Management	Faculty	Faculty/Chairs/Deans