



2165 Spring CIAS Schedule Timeline

February 10, 2016	2165 CIAS Schedule of Courses created (from 2155 CIAS Schedule of Courses)
February 12, 2016	2165 Preliminary Course Schedule distributed to departments electronically, with Semester Scheduling Guidelines & Policies, etc.
February 29, 2016	Registrar's Office Class roll 2165 Schedule of Courses (from 2155)
March 11, 2016	2165 Preliminary Course Schedule electronic changes returned to Scheduling Officer; begin building 2165 Schedule of Courses on SIS; creating 2165 Tentative Course Schedule
March 28, 2016	Spring 2165 Schedule of Courses becomes public in SIS
March 28, 2016	2165 Tentative Course Schedule distributed to departments for final review. Departments set-up appointment to finalize 2165 Schedule of Classes for unit
April 15, 2016	2165 Tentative Course Schedule changes returned to Scheduling Office. Exception SOFA--submit 80% of their Spring class schedule by this date for 2165. No electronic schedule distributed after this point
April 15-August 31, 2016	Departments set-up appointment with SO to finalize 2165 Schedule of Classes for unit
September 5, 2016	FINAL 2165 Schedule of Courses distributed to departments (electronically) NO SCHEDULING CHANGES in DAY or TIME accepted AFTER September 5, 2016
September 12, 2016	Class Scheduling preparation for shopping cart availability on October 31 st , 2016. SOFA approved exception, see*
September 30, 2016	*All SOFA class scheduling changes returned to SO
January 18, 2017	Submit Final Exam SPECIAL requests for spring 2165 to Registrar's Office *****
Preparing for student shopping and enrollment for Spring 2165 Class Schedule	
September 19, 2016	2165 CIAS Final Schedule of Classes sent to NTID support for class designations, except for SOFA
September 2016	Student Services begin meeting with students for Spring (2165) class planning – <u>any scheduling changes after this date will impact a student's schedule</u>
October 5, 2016	Submit SOFA Spring 2165 class schedule to NTID support for NTID designations
October 19, 2016	NTID to return 2165 Schedule of Classes NTID designations to Scheduling Officer *****
Spring 2165 Shopping Cart and Enrollment Dates	
October 31, 2016	Shopping carts available for Spring 2165
November 14, 2016	Spring 2165 Enrollment registration (appointments) begins
January 20, 2017	NTID seats released
January 23, 2017	Spring first day of classes for 2165
~January 23, 2017	2165 Final Exam Schedule made public