

## DUE AUGUST 1

- INITIAL SYLLABI SUBMISSION DEADLINE**  
Fall Semester, 1st & 2nd Trimester, and Yearlong course initial syllabi submissions are due via Simple Syllabus

## DUE AUGUST 3

- REGISTRATION DEADLINE (DISTANCE ED)**  
Distance Ed Fall Semester course registration sheets due

## DUE AUGUST 21

- FINAL SYLLABI APPROVAL DEADLINE**  
Fall Semester, 1st & 2nd Trimester, and Yearlong course syllabi must be fully approved. If applicable, requested revisions must be submitted.
- ADD DEADLINE (DISTANCE ED)**  
Last day to add a student to Distance Ed courses

## DUE AUGUST 28

- FALL COURSE SELECTION DEADLINE**  
All Fall Semester, 1st & 2nd Trimester, and Yearlong student online application & course selection due
- ACCUPLACER TESTING DEADLINE**  
Testing must be completed for eligibility for applicable Fall Semester, 1st & 2nd Trimester, and Yearlong courses
- SIGNED CLASS ROSTER (DISTANCE ED)**  
Verified and signed Fall Semester Online class rosters need to be emailed to the Dual Credit office
- STUDENT DROP DEADLINE (DISTANCE ED)**  
Last day for students to drop Fall Semester Online courses without a "withdrawal" on their transcript

## DUE SEPTEMBER 4

- FALL COURSE APPROVAL DEADLINE\***  
All Fall Semester, 1st & 2nd Trimester, and Yearlong student course selections must be reviewed & approved/denied by a K12 representative.  
(\*Only applicable to Project EXCEL course offerings.)

## DUE OCTOBER 2

- SIGNED CLASS ROSTERS**  
Verified and signed Fall Semester, 1st & 2nd Trimester, and Yearlong class rosters need to be emailed to the Dual Credit office
- STUDENT DROP DEADLINE**  
Last day for students to drop Fall Semester, 1st & 2nd Trimester, and Yearlong courses without a "withdrawal" on their transcript

### **PROFESSIONAL DEVELOPMENT (Virtual)**

Sessions will open in October and conclude in November. Specific dates and details to follow via email

## DUE OCTOBER 26

- COURSE REQUEST FORMS (CRF)**  
Spring Semester & 3rd Trimester CRFs are due in the Dual Credit office

## DUE NOVEMBER 2

- FINAL STUDENT DROP DEADLINE**  
Last day for students to drop Fall Semester and 1st & 2nd Trimester courses with a "withdrawal" on their transcript
- FINAL STUDENT DROP DEADLINE (DISTANCE ED)**  
Last day for students to drop Fall Semester Online courses with a "withdrawal" on their transcript

## DUE DECEMBER 1

- INITIAL SYLLABI SUBMISSION DEADLINE**  
Spring Semester & 3rd Trimester course initial syllabi submissions are due via Simple Syllabus

## DUE DECEMBER 14

- REGISTRATION DEADLINE (DISTANCE ED)**  
Distance Ed Spring Semester course registration sheets due

## DUE JANUARY 8

- ADD DEADLINE (DISTANCE ED)**  
Last day to add a student to Distance Ed courses

## DUE JANUARY 15

- FINAL STUDENT DROP DEADLINE**  
Last day for students to drop Yearlong courses with a "withdrawal" on their transcript
- FINAL SYLLABI APPROVAL DEADLINE**  
Spring Semester & 3rd Trimester course initial syllabi must be fully approved. If applicable, requested revisions must be submitted.
- SIGNED CLASS ROSTER (DISTANCE ED)**  
Verified and signed Spring Semester Online class rosters need to be emailed to the Dual Credit office
- STUDENT DROP DEADLINE (DISTANCE ED)**  
Last day for students to drop Spring Semester Online courses without a "withdrawal" on their transcript

## DUE JANUARY 29

- SPRING COURSE SELECTION DEADLINE**  
Spring Semester & 3rd Trimester student online application & course selection is due
- ACCUPLACER TESTING DEADLINE**  
Testing must be completed for eligibility for applicable Spring Semester & 3rd Trimester courses

## DUE FEBRUARY 5

- SPRING COURSE APPROVAL DEADLINE\***  
All Spring Semester & 3rd Trimester student course selections must be reviewed & approved/denied by a K12 representative.  
(\*Only applicable to Project EXCEL course offerings.)

## DUE MARCH 5

- SIGNED CLASS ROSTERS**  
Verified and signed Spring Semester & 3rd Trimester class rosters need to be emailed to the Dual Credit office
- STUDENT DROP DEADLINE**  
Last day for students to drop Spring Semester & 3rd Trimester courses without a "withdrawal" on their transcript

## DUE MARCH 26

- FINAL STUDENT DROP DEADLINE (DISTANCE ED)**  
Last day for students to drop Spring Semester Online courses with a "withdrawal" on their transcript
- COURSE REQUEST FORMS (CRF)**  
Fall Semester, 1st & 2nd Trimester, and Yearlong CRFs are due in the Dual Credit office

## DUE APRIL 2

- FINAL STUDENT DROP DEADLINE**  
Last day for students to drop Spring Semester & 3rd Trimester courses with a "withdrawal" on their transcript

## DUE APRIL 30 *Approx. Date \*\**

- SIGNED PERFORMANCE REVIEW (PR) & COURSE IMPROVEMENT PLAN (CIP)**  
Signed PR and CIP (if required) are due back in the Dual Credit office  
(\*Please watch your email for specific due dates)

