

Schedule Building Timelines

Summer 2020 Semester

OU: 05/27/2020 - 07/30/2020

OU1: 05/27/2020 - 06/25/2020

OU2: 07/01/2020 - 07/30/2020

11/19/2019	Schedule Building Begins for colleges and departments
11/19/2019	Schedule Building Period for colleges and departments to create their Large Lecture class sections (Enrollment Capacity of ≥72) *NOTE: Please include the days of the week, times, and the Start/End dates in applicable fields of the Meeting Pattern row. However, please omit the Facility ID from the Meeting Pattern , as the office of Academic Planning and Resources will update the field.
01/02/2020	Schedule of classes will become available on Bronco Direct for students access
01/09/2020	Intra-College Scheduling Begins Period when Department Schedulers work with their College Scheduling Coordinator in order to request and address conflicts for spaces that have been allotted to their college for their scheduling needs.
01/13/2020	Academic Planning and Resources to assign instructional space for Large Lecture class sections scheduled in the Schedule of Classes by COB 5:00pm , which are identified with the Enrollment Capacity of ≥ 72 (based on schedule classroom fill rate, projected enrollments/FTES, and historical trends for course fill rate) and are identified with the Consent of ACTIVE. *NOTE: Class sections identified with the Consent of either Tentative or Stop Further Enrollment will NOT be assigned into an instructional space.
01/24/2020	Academic Planning and Resources to provide colleges and departments a report of the instructional space assigned to all scheduled Large Lecture class sections by COB 5:00pm
01/24/2020	Inter-College Scheduling Begins Period when any remaining available lecture space can be assigned to any scheduled class needing an instructional space. The colleges are expected to cooperate by respecting the timelines and release unused lecture spaces that were allocated to their college.
02/12/2020	Schedule will be temporarily frozen from users for the SUMMER 2020 term Schedule of Classes will revert to Academic Planning for analysis and review
02/21/2020	Schedule will become un-frozen from users for the SUMMER 2020 term Schedule of Classes will revert back to the colleges and departments *NOTE: Forward requests for linking of co-requisite class and combining sections to the Scheduling team email at scheduling@cpp.edu for processing.
02/24/2020 - 04/22/2020	Registration Advising Period
04/05/2020	Auto Enroll from Waitlist box will be checked-on and the Enrollment Capacity values will be updated In preparation of Priority Registration
04/05/2020	Process to identify remaining class sections reflecting as Variable Units and/or Multiple Components A report will be provided to the colleges and departments in order to update their applicable class sections
03/02/2020 - 03/03/2020	Priority Registration Period
03/04/2020 - 04/22/2020	General Registration Period

04/23/2020	Student Fees Due *NOTE: Making changes to units for any class after this timeline may negatively affect students' fees and aid received.
08/10/2020	Allocation of any available <u>Large Lecture space</u> will revert back to the colleges and departments
OU: 05/04/2020 - 06/03/2020	<u>Add/Drop</u> Period
OU1: 05/04/2020 - 06/03/2020	
OU2: 05/04/2020 - 07/08/2020	
OU: 05/27/2020	<u>First Day of Classes</u>
OU1: 05/27/2020	
OU2: 07/01/2020	
OU: 06/21/2020	Process to <u>CANCEL all class sections with zero enrollment</u> for SUMMER 2020 term
OU1: 06/07/2020	
OU2: 07/12/2020	
OU: 06/21/2020	Schedule will be <u>permanently frozen from users</u> for the SUMMER 2020 term Schedule will revert to Academic Planning in preparation of Academic Planning Database (APDB) reporting due into the Chancellor's Office
OU1: 06/07/2020	
OU2: 07/12/2020	
OU: 06/22/2020	<u>Census</u>
OU1: 06/08/2020	
OU2: 07/13/2020	
OU: 07/30/2020	<u>Last Day of Classes</u>
OU1: 06/25/2020	
OU2: 07/30/2020	
OU: 08/03/2020 - 08/06/2020	<u>Finals</u>
OU1: 06/29/2020 - 06/30/2020	
OU2: 08/03/2020 - 08/04/2020	