

Schedule Building Timelines

Tentative Winter 2020 Inter-Session Semester (2 week session)

01/02/2019	<u>Schedule Building Begins</u> for Colleges/Departments
04/15/2019	Schedule Building Period for <u>Colleges/Departments to create their Large Lecture Class Sections with the enrollment capacity of ≥72.</u> *NOTE: Please include the Meeting Days, Meeting Time and the Start/End dates in applicable fields of the Meeting Pattern row. However, omit the Facility ID in the Meeting Patterns tab, as Academic Planning will update the field.
06/24/2019	Schedule Building is <u>Available on Bronco Direct</u>
06/24/2019	<u>Academic Planning to allocate instructional space for Large Lecture Class Sections created in the Schedule of Classes,</u> 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) <u>and are identified with the Consent of ACTIVE.</u> *NOTE: Class sections identified with the Consent of either <u>Tentative or Stop Further Enrollment will not be assigned into a Large Lecture instructional space.</u>
07/24/2019	<u>Inner-College Scheduling Begins</u> Department Schedulers request lecture spaces from their College Scheduling Coordinator for spaces that they were unable to schedule within their allotted spaces; College Scheduling Coordinator to assist with space issues/conflicts. <i>OPTIONAL - Date varies by College.</i>
08/07/2019	<u>Intra-College Scheduling Begins</u> College/Department Scheduling Coordinators may request lecture spaces from other College Scheduling Coordinators for spaces that the college/department was unable to schedule within their allotted spaces.
08/28/2019	Schedule <u>Frozen for analysis</u> The Schedule of Classes reverts back to Academic Planning (schedule is frozen @12:00AM).
09/09/2019	Schedule <u>Available to Colleges/Departments</u> Forward requests for linking of co-requisite class sections to Lam Le, with a copy to Inez Moran (schedule is unfrozen @12:00AM).
09/30/2019 - 10/04/2019	<u>Registration Advising</u> Period
10/07/2019 - 10/08/2019	<u>Priority Registration</u> Period
10/09/2019 - 12/01/2019	<u>General Registration</u> Period
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11/25/2019	Scheduling of <u>Large Lecture Spaces</u> reverts back to the Colleges/Departments
12/06/2019 - 01/02/2020	<u>Add/Drop</u> Period
01/02/2020	<u>First Day of Classes</u>
01/06/2020	<u>Census</u> *NOTE: Campus is <u>frozen from making updates to the Schedule of Classes. Please contact Academic Planning and Resources for assistance.</u>
01/16/2020	<u>Last Day of Classes</u>
01/17/2020	<u>Finals</u>