

Class Schedule Building Timeline

Winter 2022 Intersessions

4-Week Winter Intersession (OU): 12/18/2021 - 1/19/2022

2-Week Winter Intersession (OU1): 1/4/2022 - 1/19/2022

Date	Activity
1/4/2021	Class Schedule Building Begins. Colleges and departments begin building their class schedules in PeopleSoft.
2/1/2021	Schedule of classes will become available in BroncoDirect for students to access/view.
7/1/2021	Intra-College Scheduling begins. This is the period when department schedulers work with their College Scheduling Coordinator to request and/or to address conflicts for spaces that have been allotted to their college for their scheduling needs.
8/2/2021	Inter-College Scheduling begins. This is the period when any remaining available lecture spaces 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.
9/13/2021	Schedule of classes temporarily frozen in PeopleSoft for analysis and clean-up (schedule is frozen at 12:00 AM). Colleges/departments will not be able to make changes during this time. Forward requests to link co-requisite class sections to the Scheduling Team (scheduling@cpp.edu).
9/27/2021	Schedule of classes will be un-frozen and returned to colleges and departments (at 12:00 AM).
10/4/2021 - 11/17/2021	Registration Advising Period
10/1/2021	In preparation for Priority Registration, Academic Programs will run a process to check-on the Auto Enroll from Waitlist box for all active class sections and update Waitlist Enrollment Capacity value to match the Enrollment Capacity value.
10/1/2021	Academic Programs will identify all class sections that are reflecting as Variable Unit and/or Multiple Components . A report will be provided to colleges and departments in order to update their class sections.
10/4/2021 - 10/5/2021	Priority Registration Period
10/6/2021 - 12/2/2021	General Registration Period
11/29/2021	Student Fees Due NOTE: Changes to Variable Unit courses after this date may negatively affect the enrolled students' fees and financial aid received.
OU 12/3/2021 - 12/19/2021	Add/Drop Period
OU1 12/3/2021 - 1/4/2022	

Date	Activity
12/18/2021 1/4/2022	First Day of Classes
OU: 12/21/2021 OU1: 1/5/2022	Academic Programs will run process to CANCEL all class sections with zero enrollment.
OU: 12/21/2021 OU1: 1/5/2022	Class schedule will be permanently frozen in PeopleSoft in preparation for Academic Planning Database (APDB) reporting to the Chancellor's Office. Colleges/Departments will not be able to make any additional
OU: 12/22/2021 OU1: 1/6/2022	Census
1/19/2022	Last Day of Classes
1/20/2022	Final Exams

Last updated 1/15/2021