

**CALENDAR FOR ENTERING SCHEDULE OF CLASSES  
Spring and Summer 2021**

<b>DATE</b>	<b>TASK</b>
Ongoing	Enter new approved courses into master course file
As needed	Banner class schedule entry training
9-17	Departments may begin entering the class schedule
9/29	Classrooms open for scheduling by all departments
10/2	Last day for Departments to enter schedule information
10/5	Deans begin reviewing the class schedule and approving changes
10/9 5:00 p.m.	Last day for Deans to make changes to the Spring and Summer schedule draft (Any changes made after this time must have Dean's approval)
10/12	Spring and Summer 2021 schedule available online
10/26	Spring and Summer 2021 preregistration in Banner for graduate students begins
10/28	Spring and Summer 2021 preregistration in Banner for undergraduate students begins