

**CALENDAR FOR THE SCHEDULE
SUMMER-FALL 2021**

| DATE | TASK |
|-------------------|---|
| Ongoing | Enter new approved courses into master course file |
| As needed | Banner Class Schedule entry training |
| 1-28 8:00 a.m. | Departments may begin entering the class schedule |
| 2-19 | Classrooms open for scheduling by all departments |
| 2-25 | Last day for Departments to enter schedule information |
| 3-1 | Deans begin reviewing the class schedule and approving changes |
| 3-5 5:00 p.m. | Last day for Deans to make changes to the fall schedule draft. (Any changes made after this time must have Dean's approval) |
| 3-9 | Schedule available on the web |
| 4-12 | Preregistration in Banner for graduate students begins |
| 4-14 | Preregistration in Banner for undergraduate students begins |