

Month	Event
July	Fall 2022 25 W1 Intensive precourse work begins
August	1 W2 Intensive precourse work begins
	8 A First Day of Fall Semester W1 W1 Intensive classes meet (Aug 8-12)
	10 A New Student Orientation
	13 S Saturday Intensive precourse work begins
	15 W2 Intensive classes meet (Aug 15-19)
	22 14 14 week classes begin CP Fall Practicum Kick-Off \$ Payment deadline
	24 A Convocation
	26 \$ 100% refund period ends at midnight
	27 S Saturday intensive classes begin
	29 A Last day to register and drop/add
	31 A Withdrawal with automatic grade of W begins (requires advisor approval)
	September
5 A Labor Day—No Classes	
9 \$ 60% refund period ends at midnight*	
16 \$ 40% refund period ends at midnight*	
23 \$ 20% refund period ends at midnight*	
26 W3 Intensive precourse work begins	
October	1 CP Practicum Application Deadline
	10 14 Reading Week (Oct. 10-14) W3 Intensive classes meet (Oct. 10-14)
	21 A Registration opens for Spring 2022
November	14 A Last day to register without a late fee
	17 A Last day to withdraw with an automatic grade of W (requires instructor approval)
	21 A Thanksgiving holiday break (Nov. 21-25)
	28 CP Last day of Practicum
Dec.	3 A Last day to file for an incomplete S Saturday Courses - Last Day
	9 A Semester Ends
	26 W1 Jan. Intensive precourse work begins
Jan.	3 F Grades Due
	5 A Fall incomplete work due
	12 F Fall Incomplete grades due

***NOTE: Dropping Classes, Withdrawing from Classes & Refund Policy**
The first week of the fall and spring semesters (until the end of the 100% refund period) will be treated as a true drop/add period. Any classes that are dropped during this period will be deleted from the student's schedule. For student aid, loans, and business accounting purposes, the number of credit hours at the end of the first week will be the criteria by which calculations and awards will be determined.

Classes dropped after the one-week drop/add period will be recorded with "W" grades, representing a withdrawal from the class. Standard Refund Percentage Schedule: Week One-100%, Week Two-80%, Week Three-60%, Week Four-40%, Week Five-20%. After Week. Five-0%.

For intensive classes the refund schedule is one day equals one week in the above schedule.

Key: **A** All **F** Faculty **\$** Finance **CP** Counseling/Practicum
S Sat. Courses **14** 14 Week Courses **W1 W2 W3** Week Intensives

Month	Event
Dec.	Spring 2023 26 W1 Intensive precourse work begins
January	2 W2 Intensive precourse work begins
	5 A New Student Orientation
	9 A First day of Spring Semester W1 Intensive classes meet (Jan. 9-13)
	14 S Saturday Intensive precourse work begins
	16 A Dr. Martin Luther King Jr. Holiday (NO CLASSES)
	17 W2 W2 Intensive classes meet (Jan. 17-21)
	23 14 14 week classes begin \$ Payment deadline CP Spring Practicum Retreat
	27 \$ 100% refund period ends at midnight*
	28 S Saturday classes begin
	30 A Last day to add classes (requires instructor and advisor approval)
	31 A Withdrawal with automatic grade of W begins (requires advisor approval)
	February
10 \$ 60% refund period ends at midnight*	
17 \$ 40% refund period ends at midnight*	
20 W3 Intensive precourse work begins	
24 \$ 20% refund period ends at midnight*	
1 CP Practicum Application Deadline A Last day to file for graduation	
March	6 14 Reading Week (Mar. 6-10) W3 Classes meet (Mar. 6-10)
	24 A Registration opens
	3 A Financial aid deadline for 2023-24 A Holy Week/Easter Break (April 3-7)
April	14 A Deadline DMin dissertation/projects (Examinor copy) A Deadline MTS thesis submitted to committee
	17 A Last day to register without a late fee
	24 A Last day to withdraw with an automatic grade of W (requires instructor approval) CP Last day of Practicum Groups
	5 A Last day to file for an incomplete
	6 S Saturday Courses - Last Day
May	12 A Semester Ends
	15 F Graduate grades due
	20 A Commencement
	22 A Summer classes begin CP Summer Practicum Retreat
	30 F Spring Grades Due
	2 \$ Federal direct loan disbursement to CTS
June	9 A Spring incomplete work due
	16 F Spring incomplete grades due
	23 A Last Day of Summer Session
July	14 F Summer Grades Due F Summer incomplete work due
	21 F Summer incomplete grades due