Salem College
Important Dates for Faculty
January and Spring 2013

Jan	3	January Term begins (8:00am) ** all classes meet the first Friday of that week as well
	7	Last day for students to add a Jan Term course or drop a Jan Term course with refund (Fleer & Grad students)
	21	Martin Luther King Jr. Day (classes suspended)
	30	January Term ends (5:15pm)
Feb	4	Classes begin (8:00 a.m.)
Feb	4	****January term grades due in Registrar's office by 5pm****
	11	Drop/Add period ends (5:00pm)
		Last day for students to add a *full-term* or *first-half* PHED course or drop one with no grade
		Notify registrar's office if waitlisted students may be added
		Spring internship forms due to Career Development and Internships Office
		Signed independent study or honors forms due to Registrar's Office
		Last day to for students to change from credit to audit or audit to credit status
		****CHECK SIS ROSTERS** and notify dean for undergraduate studies of discrepancies**
	15	Course schedule planning forms for next year distributed to department chairs by Registrar
	28	Last day to sign for Pass/No credit or change from Pass/No credit to grade
		Last day for students to drop first half-term PHED course (grade of "W")
March	1	**Deadline for submission of Fall or January directed study grades**
	15	Last day of first half-term PHED courses
	18	First day of second half-term PHED courses
	22	**Deadline for submission of Fall or January incomplete grades**
		Deadline for submission of Midterm grades
		Spring Break begins (5:15pm)
		Last day for students to add second half-term PHED course or drop one with no grade
April	1	Easter Monday (classes suspended)
	2	Classes resume (8:00am)
		Fall term schedule visible online (tentative)
		LAST DAY TO DROP A FULL-TERM COURSE (grade of "W") OR WITHDRAW FROM COLLEGE
	15	Student financial aid application deadline for Summer School at Salem
	20	**Last day for students to drop second half-term PHED course (grade of "W")**
	22-26	Fall Term Preliminary Registration
	24	Celebration of Academic Excellence (classes suspended)
	26	Founders Day Celebration (May Dell, 4:15pm)
May	15	Last day of classes
	16	Reading Day
	17	Examinations begin
	21	Examinations end (after afternoon exam period)
	22	****Spring Term grades for <u>graduating students</u> due by 4:00pm**
	25	**Commencement**
	27	****Spring Term grades for non-graduating students due in Registrar's Office by noon**

Summer School: Session I: May 28 -June 29, 2013; Session II: July 8-August 10, 2013