Important Peabody College Administrators to Know

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Important Peabody College Dates to Know

**FALL 2015**

**Wednesday, August 26**
Fall 2015 Classes Begin

**Tuesday, September 1**
Waitlists end at 11:59 P.M.

**Wednesday, September 2**
Fall Registration on YES ends at 11:59 P.M.

**Thursday, September 3 - Wednesday, September 9**
Extended drop/add; YES is not available. Students must complete and submit late paper add and drop forms with all required signatures to make late schedule changes. Instructors are not obligated to let students enroll in their classes late.

**Monday, October 12**
Students may begin loading spring 2016 classes in their class carts

**Thursday, October 15 - Sunday, October 18**
October Break

**Friday, October 16**
Mid-term deficiency grade reports are posted on YES

**Friday, October 23**
Last day to drop a fall course with a “W” grade or change pass/fail to graded status

**Monday, October 26 - Friday, November 20**
Undergraduate spring 2016 registration on YES begins. Check YES for registration appointment days and times.

**Saturday, November 21 - Sunday, November 29**
Thanksgiving Holidays

**Thursday, December 10**
Last day of fall classes

**Friday, December 11 - Saturday, December 19**
Fall semester reading days and final examinations

**Monday, December 14**
Open enrollment for spring 2016 begins

**Saturday, December 19**
End of fall semester

**SPRING 2016**

**Monday, January 4**
Deadline to pay spring tuition and fee charges

**Monday, January 11**
First day of spring classes

**Friday, January 15**
Waitlists end at 11:59 P.M.

**Monday, January 18**
Spring 2016 registration on YES ends at 11:59 P.M.

**Monday, January 18**
No class – Martin Luther King, Jr. holiday

**Tuesday, January 19 - Monday, January 25**
Extended drop/add; YES is not available. Students must complete and submit paper add and drop forms with all required signatures to make late schedule changes. Instructors are not obligated to let students enroll in their classes late.

**Saturday, March 5 – Sunday, March 13**
Spring Holidays

**Friday, March 11**
Mid-term deficiency grade reports are posted on YES

**Monday, March 14**
First day to load fall 2016 classes into class carts

**Friday, March 18**
Last day students may drop a spring course with a W grade or change a pass/fail to graded status

**Monday, March 21**
Last day to submit major/minor or track declarations/changes to the Peabody Office of Academic Services

**Monday, March 28**
Registration for summer classes begins on YES for all Peabody students

**Monday, April 11 - Wednesday, April 27**
Fall Undergraduate registration appointments begin; check YES for appointment times

**Friday, April 22**
Last Day for Undergraduate Intra-university transfer summer applications to be submitted to the University Registrar’s Office

**Monday, April 25**
Spring classes end; last day for undergraduate students to submit completed summer school elsewhere approval forms to the Peabody Office of Academic Services, 216 Peabody Administration Building

**Tuesday, April 26 - Thursday, May 5**
Spring semester reading days and final examinations

**Wednesday, April 27**
Fall undergraduate registration ends at 11:59 P.M.

**Friday, May 6**
Spring semester ends

**Friday, May 13**
Commencement

Where to Go for What

Advisor: Semester registration consultation; questions about major/minors; guidance navigating the Vanderbilt academic experience; good advice on many topics.

Dean Smith: Academic issues; exceptions to academic policies; qualification for summer financial aid.

Dean Lee: Questions about and submission of forms regarding: registration; transfer of credit; study elsewhere; declarations of major/minor/track; advisor changes; degree audit; course substitutions; address changes; and record-related issues.

Dean Robinson-Wright: Personal crisis and/or academic difficulties; personal illness/death in the family to be communicated to faculty; seeking campus resources; signature for certain forms.

**Please note:** Specific questions about one’s major, or process paperwork (such as notes to faculty if you are ill) should not be addressed to Dean Camilla Benbow. These types of correspondence should go to one of the individuals mentioned above.

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