

The following Motions and Documents were considered GFC Exec by eVote closing on Friday, June 16, 2023:

Agenda Title: **Amendment to withdrawal deadlines for two-term classes**

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, an amendment to the 2023-2024 Academic Schedule as set forth in Attachment 1, submitted by the Acting Vice-Provost and University Registrar, to take effect upon final approval.

FINAL ITEM 1

FINAL Item No. 1
**Governance Executive Summary
Action Item**

Agenda Title	Amendment to withdrawal deadlines for two-term classes
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Motion

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, an amendment to the 2023-2024 Academic Schedule as set forth in Attachment 1, submitted by the Acting Vice-Provost and University Registrar, to take effect upon final approval.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Norma Rodenburg, Acting Vice-Provost and University Registrar
Presenter(s)	Norma Rodenburg, Acting Vice-Provost and University Registrar

Details

Office of Administrative Responsibility	Office of the Provost and Vice President Academic
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to change the deadline listed in the 2023-2024 Academic Schedule related to the withdrawal date, and the deadline to apply for Exploration credits, for Fall/Winter two-term courses (A/B part classes).
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>In the current state, the withdrawal deadline for two-term (part A/B) classes is in mid-January (January 19, 2024). This is significantly earlier than the withdrawal deadline for standard 13-week classes (April 5, 2024). As a result, faculties must manually assist students with withdrawing from two-term classes after mid-January. This is a significant workload that can be alleviated by aligning the two-term withdrawal deadline with the standard winter term withdrawal deadline.</p> <p>This change was initially requested by the Faculty of Arts and the Faculty of Science. The included proposal was reviewed by members of the Undergraduate Program Support Team and was widely supported.</p> <p>Updating the two-term withdrawal deadline will bring it into alignment with the withdrawal deadline for 13-week classes in the winter term.</p> <p>This proposal will also align the deadline to apply for Exploration credits for Fall/Winter two-term courses (A/B part classes) with the new Withdrawal Deadline.</p> <p>This change is advantageous to students, who will be able to process the course withdrawal via the self-serve function on Bear Tracks, rather than requiring assistance from a Faculty.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)



FINAL Item No. 1

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u><i>Those who are actively participating:</i></u></p> <ul style="list-style-type: none"> • Office of the Registrar
	<p><u><i>Those who have been consulted:</i></u></p> <ul style="list-style-type: none"> • Faculty of Arts • Faculty of Science
	<p><u><i>Those who have been informed:</i></u></p> <ul style="list-style-type: none"> • Faculties • Undergraduate Program Support Team
<p>Approval Route (Governance) (including meeting dates)</p>	<p>GFC Executive Committee May 15, 2023 for final approval.</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>The creation of the academic schedule is an annual process led by the Office of the Registrar and created collaboratively with many partners on campus. We continually strive to ensure that it is accurate and clear and can support student success. This work touches on many elements within For the Public Good, but most specifically fits under "Excel" and "Sustain".</p> <p>Excel: Excel as individuals, and together, sustain a culture that fosters and champions distinction and distinctiveness in teaching, learning, research, and service.</p> <p>Sustain: Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all Albertans.</p>			
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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<p>Legislative Compliance and jurisdiction</p>	<p>1. Post-Secondary Learning Act (PSLA): GFC is responsible, generally, for the academic affairs of the University and specifically, for the Academic Schedule of the University (Sections 26(1), 26(1)(d)(e)(g) and (j) (<i>Powers of General Faculties Council</i>)).</p> <p>2. GFC Executive Committee Terms of Reference (Section 3. (Mandate of the Committee)) states:</p>			



"4. Academic Schedule

a. Delegation

Post-Secondary Learning Act (PSLA) Section 26(l)(j) follows:

26(1) Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing, has the authority to... (2) (j) determine the date for the beginning and end of lectures in the university and also the beginning and end of each university term....

b. Academic Schedule Changes

The GFC Executive Committee has delegated authority from General Faculties Council to approve the Academic Schedule. Any changes to the Academic Schedule proposed after the Schedule has been approved must be submitted to the Executive Committee. That committee will determine which changes are sufficiently substantial and require, therefore, GFC approval and which ones are routine in nature and could be dealt with by the Executive Committee."

3. **GFC Policy:** Section 25 (*Calendar Changes*) of the GFC Policy Manual states final editorial authority for minor procedural directions was delegated to the Registrar, who will be responsible for the conformance of these directions to the general University policy. (GFC 29 JUN 1981)"

4. **UAPPOL Academic Schedule Policy** states:

"[...]

2. ACADEMIC SCHEDULE DELEGATION OF AUTHORITY

The authority to determine the Academic Schedule is the responsibility of the GFC Executive Committee, as delegated to that body by General Faculties Council.

The Registrar recommends on the Academic Schedule to the GFC Executive Committee."

5. **UAPPOL Academic Schedule Procedure** states: "Each spring, the Exams and Timetabling Division in the Office of the Registrar will begin drafting the Academic Schedule for the following year[...].

Two drafts will be sent out to a distribution list that includes the President, Vice-Presidents and senior administrators, Deans, Assistant and Associate Deans, Directors and other stakeholders for feedback and suggested changes.

The final draft of the Academic Schedule will be sent to the GFC Executive Committee no later than mid-October for approval.



FINAL Item No. 1

	After the Academic Schedule has been approved, it will be published in the <i>University Calendar</i> .”
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1. Attachment 1 (page(s) 1 - 5) Calendar Change Request Form – Exploration Credits Chart
2. Attachment 2 (page(s) 1 - 2) Calendar Change Request Form – Dates and Deadlines
3. Attachment 3 (page(s) 1 - 15) Calendar Change Request Form – Academic Schedule

Prepared by: Jesse Luyendyk

Faculty (& Department or Academic Unit):	Registrar's Office
Contact Person:	Jesse Luyendyk
Level of change: (choose one only)	<input checked="" type="checkbox"/> Undergraduate
	<input type="checkbox"/> Graduate
Type of change request: (check all that apply)	<input type="checkbox"/> Program
	<input checked="" type="checkbox"/> Regulation
For which term is this intended to take effect?	Immediate Implementation
Does this proposal have corresponding course changes? (Should be submitted at the same time)	No

Rationale

Things to consider (maximum 500 words): Why is this being changed; How will it benefit students/department/unit; How is this comparable to similar programs (internal or external); Historical context; Impacts to administration or program structure; Consultation with stakeholders

Calendar Copy

<https://calendar.ualberta.ca/content.php?catoid=39&navoid=12357>

Current Copy: Removed language

Dates and Deadlines from Fall 2023/Winter 2024 Terms

No Changes Until

Registration: Add/Delete (No Academic Record)

Fall Term	13-week classes	September 18, 2023
	First half 6-week classes	September 18, 2023
	Second half 6-week classes	November 3, 2023
Winter Term	13-week classes	January 19, 2024
	First half 6-week classes	January 19, 2024

Calendar Change Request Form for Program and Regulation Changes

	Second half 6-week classes	March 15, 2024
Fall/Winter Terms (A/B part classes)		September 15, 2023

Exploration Credits

Fall Term	13-week classes	December 1, 2023
	First half 6-week classes	October 6, 2023
	Second half 6-week classes	December 1, 2023
Winter Term	13-week classes	April 5, 2024
	First half 6-week classes	February 9, 2024
	Second half 6-week classes	April 5, 2024
Fall/Winter Terms (A/B part classes)		January 19, 2024

No Changes Until

Fee Refund (50%)

(see Note 2)

Fall Term	13-week classes	October 5, 2023
	First half 6-week classes	September 28, 2023
	Second half 6-week classes	November 22, 2023
Winter Term	13-week classes	February 7, 2024
	First half 6-week classes	January 26, 2024
	Second half 6-week classes	March 27, 2024
Fall/Winter Terms (A/B part classes)		See Note 3

Withdrawal (Grade of W)

Fall Term	13-week classes	December 1, 2023
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	First half 6-week classes	October 6, 2023
	Second half 6-week classes	December 1, 2023
Winter Term	13-week classes	April 5, 2024
	First half 6-week classes	February 9, 2024
	Second half 6-week classes	April 5, 2024
Fall/Winter Terms (A/B part classes)		See Note 3

Proposed Copy: **New language**

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Calendar Change Request Form for Program and Regulation Changes

	Second half 6-week classes	April 5, 2024
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Fall/Winter Terms (A/B part classes) (See Note 3)	A part classes	October 5, 2023
	B part classes	February 7, 2023

Withdrawal (Grade of W)

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	First half 6-week classes	February 9, 2024
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Fall/Winter Terms (A/B part classes) (See Note 3)	A part classes	April 5, 2024

	B part classes	April 5, 2024
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Reviewed/Approved by:

REQUIRED: Faculty Council (or delegate) and approval date.

OPTIONAL: Other internal faculty approving bodies, consultation groups, or departments, and approval dates.

Faculty (& Department or Academic Unit):	Registrar's Office
Contact Person:	Jesse Luyendyk
Level of change: (choose one only)	<input checked="" type="checkbox"/> Undergraduate
	<input type="checkbox"/> Graduate
Type of change request: (check all that apply)	<input type="checkbox"/> Program
	<input checked="" type="checkbox"/> Regulation
For which term is this intended to take effect?	Immediate Implementation
Does this proposal have corresponding course changes? (Should be submitted at the same time)	No

Rationale

Things to consider (maximum 500 words): Why is this being changed; How will it benefit students/department/unit; How is this comparable to similar programs (internal or external); Historical context; Impacts to administration or program structure; Consultation with stakeholders

Calendar Copy

https://calendar.ualberta.ca/content.php?catoid=39&navoid=12357	
Current Copy: Removed language	Proposed Copy: New language
Dates and Deadlines from Fall 2023/Winter 2024 Terms	Dates and Deadlines from Fall 2023/Winter 2024 Terms
No Changes Until	No Changes Until
Exploration Credits	Exploration Credits
Notes	Notes
<ol style="list-style-type: none"> Students who have not paid their fees in full by this date, or made satisfactory alternate arrangements, will be assessed late payment penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Payment Deadline. 	<ol style="list-style-type: none"> Students who have not paid their fees in full by this date, or made satisfactory alternate arrangements, will be assessed late payment penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Payment Deadline.

<p>Refer to Deadlines for Fee Payment in the University Calendar for details.</p> <ol style="list-style-type: none">2. Students withdrawing after this date will be assessed full fees.3. If you withdraw from a two-term course from October 6, 2023 to January 19, 2024, you will be assessed full fees for Fall Term. If your Faculty determines that you may have special permission to withdraw from January 20 to February 7, 2024, you will be assessed Fall Term fees and 50% of Winter Term fees. After February 7, 2024 you will be assessed full fees for both terms.	<p>Refer to Deadlines for Fee Payment in the University Calendar for details.</p> <ol style="list-style-type: none">2. Students withdrawing after this date will be assessed full fees.3. If you withdraw from a two-term course from October 6, 2023 to January 19, 2024, you will be assessed full fees for Fall Term. If you withdraw from January 20 to February 7, 2024, you will be assessed Fall Term fees and 50% of Winter Term fees. After February 7, 2024 you will be assessed full fees for both terms.
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REQUIRED: Faculty Council (or delegate) and approval date.
OPTIONAL: Other internal faculty approving bodies, consultation groups, or departments, and approval dates.



Faculty (& Department or Academic Unit):	Registrar's Office
Contact Person:	Jesse Luyendyk
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Calendar Copy

https://calendar.ualberta.ca/content.php?catoid=39&navoid=12423	
Current Copy: Removed language	Proposed Copy: New language
<p>Academic Schedule, Dates and Deadlines</p> <p align="center">No Changes Until</p> <p>Academic Schedule 2023-2024</p> <p align="center">No Changes Until</p> <p>September 2023</p>	<p>Academic Schedule, Dates and Deadlines</p> <p align="center">No Changes Until</p> <p>Academic Schedule 2023-2024</p> <p align="center">No Changes Until</p> <p>September 2023</p>

<p>1 ■ Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Fall Convocation.</p> <p>4 Labour Day; University buildings closed.</p> <p>5 Fall Term and Fall/Winter two-term classes begin. Exceptions may apply; students must consult with their Faculty office.</p> <p>6 Fall Term classes begin for students in the Faculty of Law.</p> <p>8 ■ Augustana Faculty last day to withdraw from Fall Term 3-week classes.</p> <p>8 ■ Augustana Faculty last day to apply for Exploration Credits for Fall Term 3-week classes.</p> <p>13 Last day of Fall Term 3-week classes for Augustana Faculty students.</p> <p>18 ■ Fall Term Registration Deadline. Last day to add or drop Fall Term and Fall/Winter two-term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through October 5 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students must consult with their Faculty office.</p> <p>18 Augustana Faculty Fall Term 11-week and Fall/Winter two-term 11-week classes begin.</p>	<p>1 ■ Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Fall Convocation.</p> <p>4 Labour Day; University buildings closed.</p> <p>5 Fall Term and Fall/Winter two-term classes begin. Exceptions may apply; students must consult with their Faculty office.</p> <p>6 Fall Term classes begin for students in the Faculty of Law.</p> <p>8 ■ Augustana Faculty last day to withdraw from Fall Term 3-week classes.</p> <p>8 ■ Augustana Faculty last day to apply for Exploration Credits for Fall Term 3-week classes.</p> <p>13 Last day of Fall Term 3-week classes for Augustana Faculty students.</p> <p>18 ■ Fall Term Registration Deadline. Last day to add or drop Fall Term and Fall/Winter two-term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through October 5 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students must consult with their Faculty office.</p> <p>18 Augustana Faculty Fall Term 11-week and Fall/Winter two-term 11-week classes begin.</p>
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<p>19-25 Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.</p> <p>19 ■ SU Health and Dental Plan Change of Coverage Deadline. Students wishing to opt-out of this service or change their coverage must do so through www.ihaveaplan.ca.</p> <p>27 ■ Augustana Faculty Fall Term 11-week classes drop deadline; students withdrawing after this date through October 16 will be assessed 50% fees. Students must contact a Faculty advisor for assistance.</p> <p>28 ■ Fall Term Refund Deadline for six-week courses: Students withdrawing from courses offered in the first six weeks of Fall Term will be assessed full fees after this date.</p> <p>29 ■ Payment Deadline: Last day for payment of Fall Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Deadline.</p> <p>30 University closed in honor of the National Day for Truth and Reconciliation.</p> <p>October 2023</p>	<p>19-25 Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.</p> <p>19 ■ SU Health and Dental Plan Change of Coverage Deadline. Students wishing to opt-out of this service or change their coverage must do so through www.ihaveaplan.ca.</p> <p>27 ■ Augustana Faculty Fall Term 11-week classes drop deadline; students withdrawing after this date through October 16 will be assessed 50% fees. Students must contact a Faculty advisor for assistance.</p> <p>28 ■ Fall Term Refund Deadline for six-week courses: Students withdrawing from courses offered in the first six weeks of Fall Term will be assessed full fees after this date.</p> <p>29 ■ Payment Deadline: Last day for payment of Fall Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Deadline.</p> <p>30 University closed in honor of the National Day for Truth and Reconciliation.</p> <p>October 2023</p>
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<p>2 ■ Last day for graduate students in thesis-based programs to submit theses to and be approved by the Faculty of Graduate Studies to ensure graduation at Fall Convocation.</p>	<p>2 ■ Last day for graduate students in thesis-based programs to submit theses to and be approved by the Faculty of Graduate Studies to ensure graduation at Fall Convocation.</p>
<p>2 ■ Last day for Departments to submit Report of Completion of course-based masters, postgraduate diploma, or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Fall Convocation.</p>	<p>2 ■ Last day for Departments to submit Report of Completion of course-based masters, postgraduate diploma, or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Fall Convocation.</p>
<p>2 ■ Last day for graduate students to apply through Bear Tracks to ensure graduation at Fall Convocation.</p>	<p>2 ■ Last day for graduate students to apply through Bear Tracks to ensure graduation at Fall Convocation.</p>
<p>2 ■ Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.</p>	<p>2 ■ Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.</p>
<p>5 ■ Fall Term Refund Deadline: Students withdrawing after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.</p>	<p>5 ■ Fall Term Refund Deadline: Students withdrawing after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.</p>
	<p>5 ■ Fall Term Refund Deadline for A sections of two-term courses: Students withdrawing from the fall term section of Fall/Winter two-term courses after this date will be assessed full fees for the fall term.</p>
<p>6 ■ Last day for withdrawal from six-week courses offered in the first half of the Fall Term.</p>	<p>6 ■ Last day for withdrawal from six-week courses offered in the first half of the Fall Term.</p>

<p>6 ■ Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Fall Term.</p> <p>9 Thanksgiving Day; University buildings closed.</p> <p>10 No classes for first, second and third year PharmD students.</p> <p>13 Last day of classes for six-week courses offered in the first half of Fall Term.</p> <p>13 ■ Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.</p> <p>23 Classes begin for six-week courses offered in the second half of the Fall Term.</p>	<p>6 ■ Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Fall Term.</p> <p>9 Thanksgiving Day; University buildings closed.</p> <p>10 No classes for first, second and third year PharmD students.</p> <p>13 Last day of classes for six-week courses offered in the first half of Fall Term.</p> <p>13 ■ Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.</p> <p>23 Classes begin for six-week courses offered in the second half of the Fall Term.</p>
<p>November 2023</p> <p>3 ■ Last day to drop six-week courses offered in the second half of the Fall Term. Students can contact the teaching department for assistance.</p> <p>11 Remembrance Day; University buildings closed.</p> <p>13 Remembrance Day holiday in lieu; University buildings closed.</p> <p>14 No classes for first, second and third year PharmD students.</p>	<p>November 2023</p> <p>3 ■ Last day to drop six-week courses offered in the second half of the Fall Term. Students can contact the teaching department for assistance.</p> <p>11 Remembrance Day; University buildings closed.</p> <p>13 Remembrance Day holiday in lieu; University buildings closed.</p> <p>14 No classes for first, second and third year PharmD students.</p>

<p>14-17 Fall Term Reading week. Classes withdrawn for a full week, except for students in Faculty of Law; Faculty of Medicine and Dentistry (excluding the BSc Dental Hygiene program); Faculty of Rehabilitation Medicine; students in the PharmD program and students in Cooperative Education, Experiential Learning Placement, Clinical Placement and Work Placement terms.</p> <p>21-22 Fall Convocation, Part I, Parts II and III.</p> <p>22 ■ Fall Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Fall Term will be assessed full fees.</p> <p>29 ■ Augustana Faculty last day to withdraw from Fall Term 11-week classes.</p> <p>29 ■ Augustana Faculty last day to apply for Exploration Credits for Fall Term 11-week classes.</p>	<p>14-17 Fall Term Reading week. Classes withdrawn for a full week, except for students in Faculty of Law; Faculty of Medicine and Dentistry (excluding the BSc Dental Hygiene program); Faculty of Rehabilitation Medicine; students in the PharmD program and students in Cooperative Education, Experiential Learning Placement, Clinical Placement and Work Placement terms.</p> <p>21-22 Fall Convocation, Part I, Parts II and III.</p> <p>22 ■ Fall Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Fall Term will be assessed full fees.</p> <p>29 ■ Augustana Faculty last day to withdraw from Fall Term 11-week classes.</p> <p>29 ■ Augustana Faculty last day to apply for Exploration Credits for Fall Term 11-week classes.</p>
<p>December 2023</p> <p>1 ■ Last day for withdrawal from six-week courses offered in the second half of Fall Term.</p> <p>1 ■ Last day for withdrawal from Fall Term courses. Exceptions may apply; students must consult with their Faculty office.</p> <p>1 ■ Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Fall Term.</p>	<p>December 2023</p> <p>1 ■ Last day for withdrawal from six-week courses offered in the second half of Fall Term.</p> <p>1 ■ Last day for withdrawal from Fall Term courses. Exceptions may apply; students must consult with their Faculty office.</p> <p>1 ■ Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Fall Term.</p>

<p>1 ■ Last day to apply for Exploration Credits for 13-week courses offered in Fall Term.</p>	<p>1 ■ Last day to apply for Exploration Credits for 13-week courses offered in Fall Term.</p>
<p>5 Last day of Fall Term classes for students in the Faculty of Law.</p>	<p>5 Last day of Fall Term classes for students in the Faculty of Law.</p>
<p>6 Last day of Fall Term 11-week classes for Augustana Faculty students.</p>	<p>6 Last day of Fall Term 11-week classes for Augustana Faculty students.</p>
<p>8 Last day of Fall Term classes. Exceptions may apply; students must consult with their Faculty office</p>	<p>8 Last day of Fall Term classes. Exceptions may apply; students must consult with their Faculty office</p>
<p>9-22 Fall Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period December 12-21 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.</p>	<p>9-22 Fall Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period December 12-21 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.</p>
<p>11-16 Augustana Faculty final examinations in Fall Term courses and mid-year examinations in two-term courses. Extracurricular activities sponsored by Augustana Faculty will normally not be allowed during this period.</p>	<p>11-16 Augustana Faculty final examinations in Fall Term courses and mid-year examinations in two-term courses. Extracurricular activities sponsored by Augustana Faculty will normally not be allowed during this period.</p>
<p>12-21 Final exam period for students in year two of the BSc Dental Hygiene program.</p>	<p>12-21 Final exam period for students in year two of the BSc Dental Hygiene program.</p>
<p>13 Last day of classes for students in year three and four of the BSc Dental Hygiene Program.</p>	<p>13 Last day of classes for students in year three and four of the BSc Dental Hygiene Program.</p>
<p>15 Last day of Fall Term for students in year four of the BSc Radiation Therapy program.</p>	<p>15 Last day of Fall Term for students in year four of the BSc Radiation Therapy program.</p>

15-21	Final exam period for students in year three and four of the BSc Dental Hygiene program.	15-21	Final exam period for students in year three and four of the BSc Dental Hygiene program.
15	Last day of Fall Term classes for students in the MSc and PhD Orthodontics, Oral Medicine and Periodontology programs.	15	Last day of Fall Term classes for students in the MSc and PhD Orthodontics, Oral Medicine and Periodontology programs.
22	Last day of Fall Term classes for students in the DDS program.	22	Last day of Fall Term classes for students in the DDS program.
22	Last day of Fall Term for the MD program.	22	Last day of Fall Term for the MD program.
25-29	Christmas holiday period; University buildings closed.	25-29	Christmas holiday period; University buildings closed.
27	Winter term classes begin for students in year three and four of the MD program.	27	Winter term classes begin for students in year three and four of the MD program.
January 2024		January 2024	
1	New Year's Day; University buildings closed.	1	New Year's Day; University buildings closed.
2	Winter Term classes begin for students in year four of the BSc Radiation Therapy program.	2	Winter Term classes begin for students in year four of the BSc Radiation Therapy program.
3	Winter Term classes begin for all students in the DDS program.	3	Winter Term classes begin for all students in the DDS program.
3	Winter Term classes begin for all students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.	3	Winter Term classes begin for all students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.
4	Augustana Faculty Winter Term 3-week classes begin.	4	Augustana Faculty Winter Term 3-week classes begin.

<p>4 Winter Term classes begin for the BSc Dental Hygiene program.</p>	<p>4 Winter Term classes begin for the BSc Dental Hygiene program.</p>
<p>5 ■ Augustana Faculty Winter Term 3-week classes' registration deadline; students withdrawing after this date through January 10 will be assessed 50% fees.</p>	<p>5 ■ Augustana Faculty Winter Term 3-week classes' registration deadline; students withdrawing after this date through January 10 will be assessed 50% fees.</p>
<p>8 Winter Term classes begin for students in year one and two of the MD program.</p>	<p>8 Winter Term classes begin for students in year one and two of the MD program.</p>
<p>8 Winter Term classes begin. Exceptions may apply; students must consult with their Faculty office.</p>	<p>8 Winter Term classes begin. Exceptions may apply; students must consult with their Faculty office.</p>
<p>10 ■ Augustana Faculty Winter Term 3-week classes refund deadline; students withdrawing after this date will be assessed full fees.</p>	<p>10 ■ Augustana Faculty Winter Term 3-week classes refund deadline; students withdrawing after this date will be assessed full fees.</p>
<p>18 ■ Augustana Faculty last day to withdraw from Winter Term 3-week classes.</p>	<p>18 ■ Augustana Faculty last day to withdraw from Winter Term 3-week classes.</p>
<p>18 ■ Augustana Faculty last day to apply for Exploration Credits for Winter Term 3-week classes.</p>	<p>18 ■ Augustana Faculty last day to apply for Exploration Credits for Winter Term 3-week classes.</p>
<p>19 ■ Last day to withdraw from Fall/Winter two-term courses</p>	
<p>19 ■ Last day to apply for Exploration Credits for Fall/Winter two-term courses.</p>	

<p>19 ■ Winter Term Registration Deadline. Last day to add or drop Winter Term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through February 7 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students can consult with their Faculty office.</p>	<p>19 ■ Winter Term Registration Deadline. Last day to add or drop Winter Term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through February 7 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students can consult with their Faculty office.</p>
<p>22-26 Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.</p>	<p>22-26 Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.</p>
<p>24 Last day of Winter Term 3-week classes for Augustana Faculty students.</p>	<p>24 Last day of Winter Term 3-week classes for Augustana Faculty students.</p>
<p>26 ■ Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the first six weeks of Winter Term will be assessed full fees.</p>	<p>26 ■ Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the first six weeks of Winter Term will be assessed full fees.</p>
<p>29 Augustana Faculty Winter Term 11-week classes begin.</p>	<p>29 Augustana Faculty Winter Term 11-week classes begin.</p>
<p>31 ■ Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to University of Alberta International.</p>	<p>31 ■ Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to University of Alberta International.</p>
<p>31 ■ Payment Deadline: Last day for payment of Winter Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.</p>	<p>31 ■ Payment Deadline: Last day for payment of Winter Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.</p>

February 2024	February 2024
<p>1 ■ Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Spring Convocation.</p>	<p>1 ■ Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Spring Convocation.</p>
<p>1 ■ Last day for application for reappraisal of final examinations for Fall Term courses.</p>	<p>1 ■ Last day for application for reappraisal of final examinations for Fall Term courses.</p>
<p>7 ■ Last day to withdraw from Fall/Winter two-term 11-week classes for Augustana Faculty.</p>	<p>7 ■ Last day to withdraw from Fall/Winter two-term 11-week classes for Augustana Faculty.</p>
<p>7 ■ Winter Term Refund Deadline: Students withdrawing from courses after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.</p>	<p>7 ■ Winter Term Refund Deadline for B sections of two-term courses: Students withdrawing from the winter term section of Fall/Winter two-term courses after this date will be assessed full fees for the winter term.</p>
<p>7 ■ Augustana Faculty Winter Term 11-week classes drop deadline; students withdrawing after this date through March 1 will be assessed 50% fees. Students must contact a faculty advisor for assistance.</p>	<p>7 ■ Winter Term Refund Deadline: Students withdrawing from courses after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.</p>
<p>7 ■ Augustana Faculty Winter Term 11-week classes drop deadline; students withdrawing after this date through March 1 will be assessed 50% fees. Students must contact a faculty advisor for assistance.</p>	<p>7 ■ Augustana Faculty Winter Term 11-week classes drop deadline; students withdrawing after this date through March 1 will be assessed 50% fees. Students must contact a faculty advisor for assistance.</p>
<p>9 ■ Last day for withdrawal from six-week courses offered in the first half of Winter Term.</p>	<p>9 ■ Last day for withdrawal from six-week courses offered in the first half of Winter Term.</p>
<p>9 ■ Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Winter Term.</p>	<p>9 ■ Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Winter Term.</p>

14	Registration system opens for Spring/Summer 2024.	14	Registration system opens for Spring/Summer 2024.
16	Last day of classes for six-week courses offered in the first half of Winter Term	16	Last day of classes for six-week courses offered in the first half of Winter Term
19	Statutory Provincial holiday; University buildings closed.	19	Statutory Provincial holiday; University buildings closed.
20-23	Winter Term Reading Week. Classes withdrawn for a full week, except for students in Nursing undergraduate focused practicum courses, Experiential Learning placement, years three and four of the MD program, year four Pharmacy, and students in the clinical component of the Radiation Therapy program. Exceptions may apply; students must consult with their Faculty office.	20-23	Winter Term Reading Week. Classes withdrawn for a full week, except for students in Nursing undergraduate focused practicum courses, Experiential Learning placement, years three and four of the MD program, year four Pharmacy, and students in the clinical component of the Radiation Therapy program. Exceptions may apply; students must consult with their Faculty office.
March 2024		March 2024	
1	■ Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.	1	■ Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.
4	Classes begin for six-week courses offered in the second half of Winter Term.	4	Classes begin for six-week courses offered in the second half of Winter Term.
4	12:00 to 1:00 pm Students' Union Election Forum in the Myer Horowitz Theatre (SUB). Classes withdrawn for this time period.	4	12:00 to 1:00 pm Students' Union Election Forum in the Myer Horowitz Theatre (SUB). Classes withdrawn for this time period.
15	■ Last day to drop from six-week courses offered in the second half of Winter Term.	15	■ Last day to drop from six-week courses offered in the second half of Winter Term.

<p>Students can contact Department for assistance.</p> <p>22 ■ Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Winter Term will be assessed full fees.</p> <p>29 Good Friday; University buildings closed.</p>	<p>Students can contact Department for assistance.</p> <p>22 ■ Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Winter Term will be assessed full fees.</p> <p>29 Good Friday; University buildings closed.</p>
<p>April 2024</p> <p>1 Easter Monday; University buildings closed.</p> <p>1 ■ Last day for students in thesis-based programs to submit theses for approval by the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.</p> <p>1 ■ Last day for departments to submit Report of Completion of course-based master's, postgraduate diploma or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.</p> <p>1 ■ Last day for graduate students to apply through Bear Tracks to ensure graduation at Spring Convocation.</p> <p>5 ■ Last day for withdrawal from six-week courses offered in the second half of Winter Term.</p> <p>5 ■ Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Winter Term.</p>	<p>April 2024</p> <p>1 Easter Monday; University buildings closed.</p> <p>1 ■ Last day for students in thesis-based programs to submit theses for approval by the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.</p> <p>1 ■ Last day for departments to submit Report of Completion of course-based master's, postgraduate diploma or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.</p> <p>1 ■ Last day for graduate students to apply through Bear Tracks to ensure graduation at Spring Convocation.</p> <p>5 ■ Last day for withdrawal from six-week courses offered in the second half of Winter Term.</p> <p>5 ■ Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Winter Term.</p>

<p>5 ■ Last day for withdrawal from Winter Term courses. Exceptions may apply; students must consult with their Faculty office.</p>	<p>5 ■ Last day for withdrawal from Winter Term courses. Exceptions may apply; students must consult with their Faculty office.</p>
<p>5 ■ Last day to apply for Exploration Credits for 13-week courses offered in Winter Term.</p>	<p>5 ■ Last day to apply for Exploration Credits for 13-week courses offered in Winter Term.</p>
	<p>5 ■ Last day to withdraw from winter term section of Fall/Winter two-term courses</p>
	<p>5 ■ Last day to apply for Exploration Credits for Fall/Winter two-term courses.</p>
<p>12 ■ Augustana Faculty last day to withdraw from Winter Term 11-week classes.</p>	<p>12 ■ Augustana Faculty last day to withdraw from Winter Term 11-week classes.</p>
<p>12 ■ Augustana Faculty last day to apply for Exploration Credits for Winter Term 11-week classes.</p>	<p>12 ■ Augustana Faculty last day to apply for Exploration Credits for Winter Term 11-week classes.</p>
<p>12 Last day of Winter Term classes. Exceptions may apply; students must consult with their Faculty office.</p>	<p>12 Last day of Winter Term classes. Exceptions may apply; students must consult with their Faculty office.</p>
<p>12 Last day of Winter Term classes for students in the BSc Dental Hygiene program.</p>	<p>12 Last day of Winter Term classes for students in the BSc Dental Hygiene program.</p>
<p>15-26 Final exam period for students in the BSc Dental Hygiene program.</p>	<p>15-26 Final exam period for students in the BSc Dental Hygiene program.</p>

<p>15-27 Winter Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period April 15-27 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.</p>	<p>15-27 Winter Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period April 15-27 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.</p>
<p>19 Last day of Winter Term 11-week classes for Augustana Faculty students.</p>	<p>19 Last day of Winter Term 11-week classes for Augustana Faculty students.</p>
<p>24-30 Augustana Faculty final examinations period. Extracurricular activities sponsored by the Augustana Faculty will normally not be allowed during this period.</p>	<p>24-30 Augustana Faculty final examinations period. Extracurricular activities sponsored by the Augustana Faculty will normally not be allowed during this period.</p>
<p>26 Last day of Winter Term for students in the DDS program.</p>	<p>26 Last day of Winter Term for students in the DDS program.</p>
<p>26 Last day of Winter Term classes for students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.</p>	<p>26 Last day of Winter Term classes for students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.</p>

Reviewed/Approved by:

REQUIRED: Faculty Council (or delegate) and approval date.

OPTIONAL: Other internal faculty approving bodies, consultation groups, or departments, and approval dates.