

## Spring 2010 – Graduate Students - Dates by Topic (Rev. 10/29/09)

Academic Calendars for the Health Sciences Center, the School of Professional Development, the Graduate School and Stony Brook Manhattan are published separately. Complete information is available on the following web sites and telephone numbers.				
		Health Sciences Center:	<a href="http://www.uhmc.sunysb.edu/studserv/calendar.html">http://www.uhmc.sunysb.edu/studserv/calendar.html</a> or call 631-444-2111	
		School of Professional Development:	<a href="http://ws.cc.stonybrook.edu/spd/">http://ws.cc.stonybrook.edu/spd/</a> or call 631-632-7050	
		The Graduate School:	<a href="http://www.grad.sunysb.edu/">http://www.grad.sunysb.edu/</a> or call 631-632-4723	
		Stony Brook Manhattan:	<a href="http://www.stonybrook.edu/sb/nyc/">http://www.stonybrook.edu/sb/nyc/</a> or call 646-472-2000	
Book Requisition Deadlines	Mar. 30 – Deadline for requisitions to be submitted to the University Bookstore for Summer 2010 Apr. 15 – Deadline for requisitions to be submitted to the University Bookstore for Fall 2010 Oct. 15 – Deadline for requisitions to be submitted to the University Bookstore for Spring 2011			
Definitions (see deadlines and restrictions below)	<b>Swap</b> – switch course(s) for other course(s) which equal the same # of credits. Ex: swap MUS 119 (3.0 credits) for ARS 201 (3.0 credits) <b>Section Change</b> – switch sections within the same course. Ex: switch from PHY 122 section R02 to PHY 122 section R03 <b>Credit Change</b> – change credits on an existing course that allows variable credits. Ex: change from 3.0 to 6.0 credits of MUS 523 <b>Drop-Down/ Move-up</b> – switch within the same subject to a different level of difficulty. Ex: move from MAT 131 to MAT 125 <b>Drop</b> – term used to define the process of dropping individual classes <b>Withdraw</b> – term used to define the process of dropping all classes, i.e., “withdrawing” from the University.			
<b>Date of Drop &amp; Withdrawal</b>	<b>Tuition % Incurred</b>	<b>Tuition % Refunded</b>	<b>Fees % Refunded</b>	<b>Last Day of Tuition % applies</b>
On or Before 1/31/10	0 %	100 %	100 %	Sunday, 1/31/10
2/01/10 - 2/07/10	30 %	70 %	0 %	Sunday, 2/07/10
2/08/10 - 2/14/10	50 %	50 %	0 %	Sunday, 2/14/10
2/15/10 - 2/21/10	70 %	30 %	0 %	Sunday, 2/21/10
On or after 2/22/2010	100 %	0 %	0 %	
Semester Start (Mon-Fri Classes)	Jan. 25	<b>First Day of Monday – Friday Classes.</b> This includes Stony Brook West Campus, SUNY Learning Net courses offered through SBU, and Manhattan Campus.		
Late Registration	Jan. 25	<b>ALL STUDENTS:</b> Late Registration begins. \$40 fee applies to <b>all students</b> who are not enrolled in at least one course <b>before</b> Jan. 25. This includes students enrolling in SPD, Online, Manhattan and West Campus classes.		
("I") Removal	Jan. 25	Last day for removal of Incomplete grades from the Fall 2009 and Winter 2010 Terms.		
Senior Auditing	Jan. 27	Senior Auditing Program registration and start of program. Call 631.632.7063 for more information.		
Waitlist Deadline	Jan. 29	<b>Last Day students can place themselves on a waitlisted course. Reminder:</b> Students, who place themselves on a waitlist and change their intent to register, <b>MUST DROP</b> themselves from the Waitlist. If students are registered from the waitlist, students are responsible for any Tuition Liability incurred.		
Ugrd. Students Enrolling in Grad. Courses	Jan. 29	Last day for undergraduates in an Accelerated Bachelors/Masters Degree Program to submit a petition to the Graduate School to enroll in graduate courses.		
Semester Start (Saturday Classes)	Jan. 30	<b>First Day of Saturday Classes.</b> This includes Stony Brook West Campus, SUNY Learning Net courses offered through SBU, and Manhattan Campus.		
Drop, Withdraw <b>(Without Tuition Liability)</b>	Jan. 31 <b>Bus. Offices CLOSED</b>	Last day to drop a class or withdraw from the university “without tuition liability.” Dropping courses must be done via Solar System, as service offices are closed on weekends. <b>Semester Withdrawals</b> You will not be able to drop to zero credits on SOLAR after classes begin. To withdraw for the semester, students must contact the Graduate School to <b>complete appropriate paperwork PRIOR</b> to this deadline to avoid tuition liability.		
G5 Advancement (Close of Business Day – 4:00 PM)	Feb. 5	Last day for departments to submit Advancement to Candidacy (G5 Status) requests in order for the advancement to take effect for the Spring 2010 Semester. Programs should submit these forms no later than 4 PM on February 5.		
Drop, Withdraw <b>(Without a “W”)</b> (Close of Business Day – 4:00 PM)	Feb. 5	Last day to drop or withdraw from the university without a “W” (withdraw) recorded on student record. Tuition liability remains applicable. All drops must be processed by the close of business day (4 PM). Graduate students <b>must</b> petition to the Graduate School to process drop/withdrawal after this date.		
Swap (Close of Business Day – 4:00 PM)	Feb. 5	Last day to process a swap “ <b>without a petition</b> ”. (See definition of “Swaps” above) If student reduces credit load after Sept. 6, it would not be considered a SWAP and tuition liability will apply. All swaps must be processed by the close of business day (4 PM).		
Drop, Withdraw	Feb. 5	Last day to withdraw (“W” will be recorded). Tuition liability remains applicable.		
Swaps (Close of Business Day – 4:00 PM)	Feb. 6-12	<b>Graduate and SPD:</b> Feb. 6 - 12, For swaps between these dates, Graduate and SPD students <b>must</b> petition to the respective School. Swaps cannot be processed via SOLAR during this time. If student reduces credit load after Jan. 31, tuition liability will apply. All swaps must be processed by the close of business day (4 PM).		
Application for Graduation	Feb. 12	Last day for Spring (May) or Summer (August) degree candidates to apply for graduation. Candidates should apply online <a href="http://www.grad.sunysb.edu/">www.grad.sunysb.edu/</a> (Go to Academics – Graduation Information - Application for Graduation.)		
Adding Classes (Close of Business Day – 4:00PM)	Feb. 12	Last day to add classes. End of late registration. All changes must be processed by the close of business day (4 PM).		
Stony Brook Day	<b>TBA</b>	<b>TO BE ANNOUNCED.</b> Stony Brook Day Event to Albany, NY.		
Spring Recess	Mar. 29 – Apr. 4	<b>Spring Recess:</b> (Mon – Sunday) – Classes will resume, Monday, April 5.		
Advance Registration ( <b>Tentative date-subject to change</b> )	Apr. 12	Advance registration tentatively set to begin for the Summer and Fall 2010 Semesters. Go to website for enrollment schedule: <a href="http://www.stonybrook.edu/registrar/schedules.htm">www.stonybrook.edu/registrar/schedules.htm</a> .		
Mon–Fri Classes End	May 7	Last day of class for any courses that are held Mondays through Fridays.		
University Withdrawal (Close of Business Day – 4:00PM)	May 7	Last day to withdraw from the University. A petition to the Graduate School is required. All petitions must be processed by the close of business day (4 PM).		

Saturday Classes End	May 8	Last day of class for any courses that are held on Saturdays.
Reading Days	May 9	Make up exams, lab meetings, etc. may <b>NOT</b> be scheduled on reading days.
Finals for Mon-Fri Classes	May 10-17	Finals held for Monday through Friday Courses. No Weekend Exams for Mon-Fri Classes. For schedule go to <b>Final Exam Schedule</b> link at the Registrar's Website. <a href="http://www.stonybrook.edu/registrar">www.stonybrook.edu/registrar</a>
Finals for Sat. Classes	May 15	Saturday Finals held during regular scheduled class time.
End of Term	May 18	End of Term; Last day of Finals.
Commencement	May 20	Doctoral Graduation & Hooding Ceremony; Baccalaureate Honors Convocation
Commencement	May 21	University Graduation Ceremony; includes Masters & Advanced Graduate Certificates
Completion Statements	June 14	Last day for departments to submit completion statements for May 2010 Masters and Doctoral Candidates.