

Fall 2011 – School of Professional Development (SPD) - Dates by Topic (08/29/2011)

Subject to Change

Academic Calendars for the Health Sciences Center, 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:		http://www.stonybrook.edu/hscstudents/academic_calendar.shtml or call 631-444-2111		
School of Professional Development:		http://ws.cc.stonybrook.edu/spd/ or call 631-632-7050 – Option #3		
The Graduate School:		http://www.grad.sunysb.edu/ or call 631-632-4723		
Stony Brook Manhattan:		http://www.stonybrook.edu/sb/nyc/ or call 646-472-2000		
Stony Brook Southampton:		http://www.stonybrook.edu/sb/southampton/ or call 631-632-8000		
Book Requisition Deadlines	Apr.5 – Deadline for requisitions to be submitted to the University Bookstore for Summer 2012 & Fall 2012 Oct. 12 – Deadline for requisitions to be submitted to the University Bookstore for Winter 2013 & Spring 2013			
Definitions (see deadlines and restrictions below)	Swap – switch one course for another course of equal credits. Ex: swap MUS 119 (3.0 credits) for ARS 201 (3.0 credits) Section Change – switch sections within the same course. Ex: switch from PHY 122 section R02 to PHY 122 section R03 Credit Change – change credits on an existing course that allows variable credits. Ex: change from 3.0 to 6.0 credits of MUS 523 Drop-Down/ Move-up – switch within the same subject to a different level of difficulty. Ex: move from MAT 131 to MAT 125 Drop – term used to define the process of dropping individual classes Withdraw – term used to define the process of dropping all classes, i.e., “withdrawing” from the University.			
Date of Drop & Withdrawal	Tuition % Incurred	Tuition % Refunded	Fees % Refunded	Last Day of Tuition % applies
On or Before 9/05/11	0 %	100 %	100 %	Monday, 9/05/11
9/06/11 - 9/12/11	30 %	70 %	0 %	Monday, 9/12/11
9/13/11 - 9/19/11	50 %	50 %	0 %	Monday, 9/19/11
9/20/11 - 9/26/11	70 %	30 %	0 %	Monday, 9/26/11
On or after 9/27/2011	100 %	0 %	0 %	
GSP/GO, Non-matriculates (Tentative; subject to change)	Apr. 18	Open Enrollment begins for Graduate Non-matriculated students (G0).		
Semester Start (Mon.-Fri. Classes)	Aug. 30	First Day of Classes. This includes Stony Brook West Campus, SPD Online Classes, SUNY Learning Net courses, Southampton and Manhattan Campus & Locations.		
Late Registration	Aug. 30	Late Registration begins. \$40 fee applies to all students who are not enrolled in at least one course before August 30. This includes students enrolling in Stony Brook West Campus, SPD Online, SUNY Learning Net, Southampton, and Manhattan classes.		
Waitlist Deadline “for SPD Online Courses Only”	Aug. 31	Last day students can place themselves on a waitlist for an Online Course Only. Reminder: Students, who place themselves on a waitlist and change their intent to register, MUST DROP themselves from the Waitlist. If students are registered from the waitlist, students are responsible for any Tuition Liability incurred.		
Adding SPD Online Classes	Aug. 31	Last day to add SPD Online classes ONLY		
Senior Auditing	Aug. 31	Senior Auditing Program registration and start of program. Call 631.632.7063 for more information.		
Drop, Withdraw (Without Tuition Liability)	Sept. 5 Sunday, Service Offices CLOSED	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. SPD Students are able to drop down to zero credits via the Solar System.		
No Classes - Monday	Sept. 5	Labor Day (Observed) – NO CLASSES IN SESSION		
Waitlist Deadline	Sept. 6	Last day students can place themselves on a waitlisted course. (SPD Online classes see Aug. 31). Reminder: Students, who place themselves on a waitlist and change their intent to register, MUST DROP themselves from the Waitlist. If students are registered from the waitlist, students are responsible for any Tuition Liability incurred.		
Semester Start (Saturday Classes)	Sept. 10	First Day of Saturday Classes. This includes Stony Brook West Campus, SUNY Learning Net courses offered through SBU, and Manhattan Campus.		
Drop, Withdraw - (Without a “W”) (Close of Business– 4:00PM)	Sept. 13	ALL STUDENTS: 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).		
Swaps (Close of Business – 4:00PM)	Sept. 13	GRADUATE and SPD: Last day to process a swap “without a petition”. (See definition of “Swaps” below) Tuition Liability may apply if student reduces credit load (Sept. 6 – Sept. 12 - 30% liability). All changes must be processed by the close of business day (4 PM).		
Swaps	Sept. 14-20	Graduate and SPD: Sept. 14-20, For swaps between these dates, Graduate and SPD students must petition to the respective School. If student reduces credit load after Sept. 5, tuition liability will apply.		
Drop, Withdraw for SPD Online Courses Only (Close of Business Day – 4:00 PM)	Sept. 16	Graduate and SPD Online classes only (All other SPD classes see Oct. 28): Last day to withdraw (“W” will be recorded). Tuition liability remains applicable. All drops must be processed by the close of business day (4 PM).		
Adding Classes (Close of Business Day – 4:00 PM)	Sept. 20	Graduate and SPD: Last day to add classes (excluding SPD Online classes - see Aug. 31). End of late registration. All adds must be processed by the close of business day (4 PM).		
Correction Day	Sept. 28	CORRECTION DAY: Classes follow a Friday schedule.		
No Classes	Sept. 29 – Sept. 30	Rosh Hashanah (Observed) NO CLASSES IN-SESSION		
Application for Graduation/ Commencement Publication Deadline	Oct. 1	ALL STUDENTS: Last day for Fall (December) degree candidates to apply graduation and be included in the Commencement Publication. Candidates should apply in the appropriate office. SPD: Candidates should apply online via their SOLAR System Account. Under Academic Records select Apply for Graduation .		
No Classes after 5 PM	Oct. 7	Yom Kippur (Observed) – NO CLASSES after 5:00 PM		

No Classes	Oct. 8	Yom Kippur (Observed) – NO CLASSES IN-SESSION
Withdrawing from Classes / University Withdrawal (Close of Business – 4:00PM)	Oct. 28	Last day to drop / withdraw from one or all courses (“W” will be recorded). Petition is not required. Student may drop all courses on the Solar System. See Tuition Liability schedule. All withdrawals must be processed by the close of business (4 PM).
SPD Online Session Ends	Oct. 30	Last day of SPD Online classes .
(“I”) Removal	Nov. 1	Last day for removal of Incomplete grades from the Spring and Summer 2011 Terms.
Advance Registration (Subject to change)	Nov. 7	Advance registration tentatively set to begin for Winter and Spring 2012 Semesters. Go to website for enrollment schedule: www.stonybrook.edu/registrar/schedules.htm .
Apply for Graduation	Nov. 15	ALL STUDENTS: Last Day for Fall (December) degree candidates to apply for graduation. Candidates will not be included in the Commencement Publication (see October 1 deadline). After this date, candidates must apply in person to the appropriate office.
Correction Day	Nov. 22	CORRECTION DAY: Classes follow a Thursday schedule.
Thanksgiving Break	Nov. 23-27	Thanksgiving Break – NO CLASSES IN SESSION
Saturday Classes End	Dec. 10	Last day of class for any courses that are held on Saturdays.
Correction Day	Dec. 12	CORRECTION DAY: Classes follow a Wednesday schedule.
Mon-Fri Classes End – CORRECTION DAY	Dec. 12	Last day of class for any courses that are held Mondays through Fridays
Finals for Mon – Fri Classes	Dec. 13-20	Finals held for Monday through Friday Courses. No Weekend Exams for Mon-Fri Classes. For schedule go to Final Exam Schedule link at the Registrar’s Website. www.stonybrook.edu/registrar
Finals - Saturday Classes	Dec. 17	Saturday Finals held during regular scheduled class time.
End of Term	Dec. 20	End of Term; Last day of Finals.
Commencement	Dec. 22	University Graduation Ceremony; Masters & Advanced Graduate Certificates