

**SCHEDULE FOR FACULTY WEB ACCESS & DELIVERY
SPRING 2010 (UNISYS 20106)**

Friday, January 8	Preliminary Credit Class Records - Delivered
Wednesday, January 20	Final Credit Class Records - Delivered (After Add & Drop January 19)
Friday, January 22	Late Start Preliminary Class Records - Delivered
Tuesday, February 2	Late Start Final Class Records – Delivered (After Add & Drop February 1)
MONDAY, FEBRUARY 8	4-WEEK ATTENDANCE RECORDS FOR 16 WEEK CREDIT CLASSES, MID-TERM ATTENDANCE RECORDS FOR FIRST 8 WEEK CREDIT COURSES & 2-WEEK LATE START ATTENDANCE RECORDS AVAILABLE VIA WEB (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE) Telecourse final class list delivered (After last day to register)
TUESDAY, FEBRUARY 16	FINAL DEADLINE TO SUBMIT ATTENDANCE RECORDS VIA WEB 10 A.M. (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)
Friday, February 19	Last Day to Withdraw First 8 Week Credit Classes by 4 p.m.
MONDAY, MARCH 1	MID-TERM CREDIT 16 WEEK GRADE RECORDS AND 8 WEEK FINAL GRADE RECORDS AVAILABLE VIA WEB (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)
Friday, March 12	Preliminary Class Lists – Second 8 Week – Delivered
WEDNESDAY, MARCH 17	FINAL DEADLINE TO SUBMIT 16 WEEK MID-TERM GRADES AND FIRST 8 WEEK FINAL GRADES VIA WEB BY 10:00 A.M. (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)
Tuesday, March 23	Second 8 Week Final Credit Class Lists – Delivered
MONDAY, APRIL 5	SECOND 8 WEEK CREDIT MID-TERM ATTENDANCE RECORDS AVAILABLE VIA WEB (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)
TUESDAY, APRIL 13	FINAL DEADLINE TO SUBMIT SECOND 8 WEEK MID-TERM ATTENDANCE VIA WEB BY 10:00 A.M. (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)
Friday, April 23	Last day to withdraw from Second 8 Week and 16 Week Credit classes by 4p.m.
MONDAY, MAY 3	16 WEEK AND SECOND 8 WEEK FINAL GRADE RECORDS AVAILABLE VIA WEB
WEDNESDAY, MAY 19	FINAL DEADLINE TO SUBMIT GRADE RECORDS FOR SPRING CREDIT CLASSES VIA WEB BY 10 A.M. (REFER TO YOUR INDIVIDUAL EMAIL FOR EACH COURSE DUE DATE)