

SPRING 2022

SHORT TERM COURSE FORMULA

Updated: December 08, 2021

First 8-Week Term Start Date: 1/17/2022 End Date: 3/12/2022

Registration Period	Start Date	End Date
	First day of Priority Registration	Fee Payment Deadline
Preregistration	10/11/2021	1/12/2022
	The day after the fee payment deadline	The Day before Add Start date
Registration	1/13/2022	1/16/2022
	First day of term	The last day of the 100% refund period
Add	1/17/2022	1/21/2022
	First day of term	Last day before 61% of term
Drop	1/17/2022	2/18/2022
	One day after 20% of term	
Drop Grades Required	1/28/2022	
	≤20% of this term	
Census Date 1	1/27/2022	
Census Date 2	1/27/2022	

Second 8-Week Term Start Date: 3/20/2022 End Date: 5/14/2022

Registration Period	Start Date	End Date
	First day of Priority Registration	The Day before Late Registration Begins (5 days before this term start date)
Preregistration	10/11/2021	3/15/2022
	4 days before this term start date	The Day before Add Start date
Registration	3/16/2022	3/19/2022
	First day of term	The last day of the 100% refund period
Add	3/20/2022	3/24/2022
	First day of term	Last day before 61% of term
Drop	3/20/2022	4/22/2022
	One day after 20% of term	
Drop Grades Required	3/31/2022	
	≤20% of this term	
Census Date 1	3/30/2022	
Census Date 2	3/30/2022	

*All short term and flex term sections should have two census dates as shown in the short term course formula. Sixteen-week sections also have two census dates, but please do not make any changes to the registration date ranges for full term, sixteen-week sections.

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First 5-Week Term Start Date: 1/17/2022 End Date: 2/20/2022

Registration Period	Start Date	End Date
	First day of Priority Registration	Fee Payment Deadline
Preregistration	10/11/2021	1/12/2022
	The day after the fee payment deadline	The Day before Add Start date
Registration	1/13/2022	1/16/2022
	First day of term	The last day of the 100% refund period
Add	1/17/2022	1/19/2022
	First day of term	Last day before 61% of term
Drop	1/17/2022	2/6/2022
	One day after 20% of term	
Drop Grades Required	1/24/2022	
	≤20% of this term	
Census Date 1	1/23/2022	
Census Date 2	1/23/2022	

Second 5-Week Term Start Date: 2/21/2022 End Date: 4/3/2022

Registration Period	Start Date	End Date
	First day of Priority Registration	The Day before Late Registration Begins (5 days before this term start date)
Preregistration	10/11/2021	2/16/2022
	4 days before this term start date	The Day before Add Start date
Registration	2/17/2022	2/20/2022
	First day of term	The last day of the 100% refund period
Add	2/21/2022	2/24/2022
	First day of term	Last day before 61% of term
Drop	2/21/2022	3/17/2022
	One day after 20% of term	
Drop Grades Required	3/1/2022	
	≤20% of this term	
Census Date 1	2/28/2022	
Census Date 2	2/28/2022	

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Third 5-Week Term Start Date: 4/4/2022 End Date: 5/8/2022

Registration Period	Start Date	End Date
	First day of Priority Registration	The Day before Late Registration Begins (5 days before this term start date)
Preregistration	10/11/2021	3/30/2022
	4 days before this term start date	The Day before Add Start date
Registration	3/31/2022	4/3/2022
	First day of term	The last day of the 100% refund period
Add	4/4/2022	4/6/2022
	First day of term	Last day before 61% of term
Drop	4/4/2022	4/24/2022
	One day after 20% of term	
Drop Grades Required	4/11/2022	
	≤20% of this term	
Census Date 1	4/10/2022	
Census Date 2	4/10/2022	

B-Term 5 week Start Date: 2/21/2022 End Date: 5/14/2022
Delayed Start – Flex Term

Registration Period	Start Date	End Date
	First day of Priority Registration	The Day before Late Registration Begins (5 days before this term start date)
Preregistration	10/11/2021	2/16/2022
	4 days before this term start date	The Day before Add Start date
Registration	2/17/2022	2/20/2022
	First day of term	The last day of the 100% refund period
Add	2/21/2022	02/28/2022
	First day of term	Last day before 61% of term
Drop	2/21/2022	4/11/2022
	One day after 20% of term	
Drop Grades Required	3/9/2022	
	≤20% of this term	
Census Date 1	3/7/2022	
Census Date 2	3/7/2022	

***All short term and flex term sections should have two census dates as shown in the short term course formula. Sixteen-week sections also have two census dates, but please do not make any changes to the registration date ranges for full term, sixteen-week sections.**

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DETERMINING FLEXIBLY SCHEDULED TIMEFRAMES

For sections with five (5) or fewer days:

You must count all days between your start and end dates including the first and last day of class. Ex: October 12 through October 16 is five (5) days even if the class only meets on 10/12 and 10/16.

Registration Period	Start Date	End Date
Preregistration	First day of priority Registration for semester*	The day before Registration begins
Registration	Two weeks before course begins	Day before Add Start Date

*Note that Census and Drop Grades Required are listed in the reverse of the order of the fields in the SRGD screen.

Course Length	ADD		DROP		Census Date*	Drop Grades Required*
	Start Date	End Date	Start Date	End Date		
1 day	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	1 st day of course	Leave Blank
2 days	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	1 st day of course	1 st day of course	Leave Blank
3 days	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	1 st day of course	1 st day of course	Leave Blank
4 days	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	2 nd day of course	1 st day of course	Leave Blank
5 days	Day Before Course Begins	Day Before Course Begins	Day Before Course Begins	3 rd day of course	1 st day of course	2 nd day of course

For sections with six (6) or more days:

Please use the [Flex Term Course Formula Calculator](#). (Ctrl+Click to follow link)

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