

CDSP ACADEMIC & ADMINISTRATIVE CALENDAR 2018-2019
--

➤ **SUMMER CLASSES, 2018**

March 1 (Th)	<i>Returning courses: Draft syllabus made available to students upon request; textbook information submitted to registrar</i>
March 31 (Sat)	<i>All courses: Final syllabus made complete and available to students; Moodle course populated.</i>
April 1 (Sun)	<i>New courses: Textbook information submitted to registrar</i>
May 30 (Wed)	<i>Returning courses: Reserve reading requests due to GTU Library</i>
June 10-22 (Sun-F)	Summer Intensive (for CAS (low-res), MDiv (low-res))
June 21-22 (Th-F)	<i>Course evaluation forms made available online to students</i>
June 22 (Fri)	<i>Last day to submit Incomplete petitions for Summer Intensive</i>
June 29 (Fri)	<i>Last day to submit grades for removal of Spring Incompletes</i>
July 4 (Wed)	<u>Independence Day</u> , GTU and UCB Administrative holiday observed; Library closed
July 20 (Fri)	<i>Last day to submit work for Summer Intensive</i>
August 10 (Fri)	<i>Last day to submit grades for Summer Intensive; individual evaluations of students in the CDSP MDiv and CAS programs are due to the registrar</i>
August 10 (Fri)	<i>Last day to submit work for Summer Intensive Incompletes</i>
August 31 (Fri)	<i>Last day to submit grades for removal of Summer Intensive Incompletes</i>

➤ **FALL SEMESTER, 2018**

May 30 (Wed)	<i>Returning courses: Reserve reading requests due to GTU Library</i>
July 1 (Sun)	<i>Returning courses: Draft syllabus made available to students upon request; textbook information submitted to registrar.</i>
August 1 (Wed)	<i>New courses: Textbook information submitted to registrar</i>

Aug 13-31(M-F)	<i>General Registration for Fall 2018</i>
August 20 (Mon)	<i>All courses: Final syllabus made complete and available to students; Moodle course populated.</i>
Aug 20-23 (M-Th)	Faculty Retreat, San Damiano Retreat
August 23 (Th)	GTU Common M.A. Orientation, GTU Dinner Board Room
Aug 27-31 (M-F)	Orientation
August 31 (Fri)	<i>Last Day to Register for Fall 2018(without a late fee)</i>
Sept 1-14 (Sa-F)	<i>Late Registration for Fall 2018(with late fee)</i>
September 3 (Mon)	<u>Labor Day</u> , GTU and UCB Administrative holiday; Library closed
September 4 (Tues)	Fall Semester 2018 begins at CDSP & GTU
September 12 (Wed)	Faculty Meeting, 1:30-4:30 pm
September 14 (Fri)	<i>Last day for making Fall Enrollment Changes without fee</i>
September 14 (Fri)	<i>Final day for Late Registration (with fee)</i>
Sept 14-16 (F-Su)	Residential Students' Weekend, St. Dorothy's Rest
September 26 (Wed)	Faculty Intercultural Development Workshop, 1:30-3:00 pm
October 5 (Fri)	<u><i>Deadline for payment of Fall tuition and fees</i></u>
October 5 (Fri)	Statement of Intent to Graduate forms are due to CDSP Registrar for students expecting to complete their programs as of the end of fall semester.
October 10 (Wed)	Faculty Meeting, 1:30-4:30 pm
October 11 (Th)	Alumni/ae Convocation
Oct 11-12 (Th-F)	Board of Trustees Meeting
October 16 (Tues)	Community Lunch (Board Report, Faculty/Staff/Students), 12:30-1:30 pm
Oct 22-26 (M-F)	Reading Week
November 1 (Th)	<i>Returning courses (Intersession): Draft syllabus available for students upon request; textbook information submitted to registrar.</i>

- November 5 (Mon) Deadline for MTS thesis submission to committee (for students completing their work in fall)
- Nov 5-16 (M-F) *Early Registration for Intersession 2019 & Spring 2019*
- November 9 (Fri) *Last day to change Fall enrollment without petition to Dean of Academic Affairs*
- November 14 (Wed) Faculty Meeting, 1:30-4:30 pm
- November 15 (Th) *Reminder to submit course evaluation form
Returning courses (Spring 2019): Draft syllabus available for students upon request; textbook information submitted to registrar.*
- November 16 (Fri) Deadline for MTS thesis defense (for students completing their work in fall)
- Nov 17-20 (Sa-Tu) AAR/SBL Annual Meeting, Denver, CO
- Nov 22-23 (Th-F) Thanksgiving: Academic and Administrative Holiday; Library closed; No UC Berkeley classes
- November 28 (Wed) Faculty Intercultural Development Workshop
- November 30 (F) *New courses (Intersession 2019): Textbook information submitted to registrar
Returning courses (Spring Semester 2019 and Intersession 2019): Reserve reading requests submitted to GTU Library
All courses (Intersession 2019): Final syllabus complete and available to students; Moodle course populated.*
- December 7 (Fri) Deadline for submission of final MTS theses for students completing their work in fall (to CDSP Registrar)
- Dec 10-14 (M-F) *Course evaluation forms made available online to students*
- December 12 (Wed) Faculty Meeting, 1:30-4:30 pm
- December 14 (Fri) Fall 2018 Semester ends at CDSP & GTU
- December 14 (Fri) *Last day to submit Incomplete petitions for Fall Semester*
- Dec 21-Jan 2 (F-W) CDSP Christmas and New Year's Administrative Holiday
- Dec 21-Jan 2 (F-W) GTU Administrative holiday; Library and GTU offices closed

➤ **INTERSESSION, 2019**

- January 2 (Wed) *New courses (Spring 2019): Textbook information submitted to registrar*

Jan 3, 4, 7 (Th, F, M)	General Ordination Exams (GOEs)
January 3 (Th)	<i>Faculty reminder to submit course evaluation form</i>
January 4 (Fri)	<i>Last day to submit work for Fall Semester 2018 Incompletes</i>
January 4 (Fri)	<i>Last day to submit grades for Fall Semester 2018; individual evaluations of students in the CDSP MDiv and CAS programs are due to the registrar</i>
Jan 7-Feb 1 (M-F)	GTU Intersession classes 2019
Jan 14-25 (M-F)	CDSP Intersession classes 2019 (Continued registration for Intersession prior to first day of class)
January 18 (Fri)	<i>Course evaluation form made available online to students for Week 1 classes</i>
January 21 (M)	<u>Martin Luther King Day</u> : Administrative Holiday/Library closed
Jan 21-Feb 1 (M-F)	<i>General Registration for Spring Semester 2019</i>
January 25 (Fri)	<i>Course evaluation form made available online to students for Week 2 classes</i>
January 25 (Fri)	<i>Last day to submit grades for removal of Incompletes for Fall Semester</i>
Jan 28-29 (M-Tu)	Faculty Intercultural Development Workshop

➤ **SPRING SEMESTER, 2019**

January 15 (Tues)	<i>All courses: Final syllabus complete and available to students; Moodle course populated.</i>
Jan 21-Feb 1 (M-F)	<i>General Registration for Spring Semester 2019</i>
February 1 (Fri)	<i>Last day to Register for Spring 2019 (without a late fee)</i>
Feb 2-15 (Sa-F)	<i>Late Registration for Spring 2019 (with late fee)</i>
February 4 (Mon)	Spring Semester 2019 begins at CDSP & GTU
Feb 7-8 (Th-F)	Board of Trustees Meeting
February 12 (Tues)	Community Lunch (Board Report, Faculty-Staff-Students), 12:30-1:30 pm
February 13 (Wed)	Faculty Meeting, 1:30-4:30 pm
February 15 (Fri)	<i>Last day for making Spring Enrollment Changes without fee</i>

February 15 (Fri)	<i>Final day for Late Registration (with fee)</i>
February 15 (Fri)	<i>Last day to submit grades for Intersession; individual evaluations of students in CDSP MDiv and CAS programs are due to the Registrar</i>
February 15 (Fri)	<i>Last day to submit work for Intersession Incompletes</i>
February 18 (Mon)	<u>Presidents' Day</u> : GTU Academic and Administrative Holiday; Library closed
February 18 (Mon)	Quiet Day
February 22 (Fri)	Statement of Intent to Graduate forms due to Registrar for students expecting to complete their programs in spring semester
Feb 22-24 (F-Su)	Graduating Class Weekend, St. Dorothy's Rest
February 27 (Wed)	Faculty Meeting, 1:30-4:30 pm
March 1 (Fri)	Priority deadline for Financial Aid applications for returning CDSP students <i>Returning courses (Summer 2019): Draft syllabus available for students upon request; textbook information submitted to registrar</i>
March 1 (Fri)	<u>Deadline for payment of Spring tuition and fees</u>
March 1 (Fri)	<i>Last day to submit grades for removal of Intersession Incompletes</i>
March 6 (Wed)	Ash Wednesday
March 13 (Wed)	Faculty Meeting, 1:30-4:30 pm
March 15 (Fri)	Priority deadline for Financial Aid applications for new CDSP students
March 25-29 (M-F)	CDSP/GTU Spring Recess
March 31 (Sun)	<i>All courses (Summer 2019): Final syllabus complete and available to students; Moodle course populated</i> <i>New courses (Summer 2019): Textbook information submitted to registrar</i>
April	Federal Loan Exit Counseling throughout the month
April 1 (Mon)	Deadline for MTS thesis submission to committee
April 8-19 (M-F)	<i>Early Registration for Fall 2019 and Registration for Summer 2019</i>
April 10 (Wed)	Faculty Meeting, 1:30-4:30 pm
April 12 (Fri)	<i>Last day to change Spring enrollment without petition to Dean of Academic Affairs</i>

April 18 (Thu)	<i>Faculty reminder to submit course evaluation form</i>
April 19 (Fri)	<u>Good Friday</u> : GTU Holiday, library and offices closed
April 21 (Sun)	<u>Easter Day</u> : Library closed
April 22 (Mon)	<u>Easter Monday</u> : CDSP Administrative Holiday (no chapel)
April 24 (Wed)	Faculty Discussion (TBD), 12:30-4:30 pm
April 26 (Fri)	Deadline for MTS thesis defense
May	Federal Loan Exit Counseling throughout the month
May 3 (Fri)	Deadline for submission of Graduation Check Sheets to CDSP Registrar
May 8 (Wed)	Faculty Meeting, 1:30-4:30 pm
May 9 (Th)	GTU Commencement, 4:00 pm, location TBD
May 16-24 (Th-F)	<i>Course evaluation forms made available online to students</i>
May 17 (Fri)	Deadline for submission of final MTS theses for students graduating in spring (to CDSP Registrar)
May 22-23 (W-Th)	Board of Trustees Meeting
May 24 (Fri)	CDSP Commencement, 10:30 am
May 24 (Fri)	CDSP & GTU Spring Semester ends
May 24 (Fri)	<i>Last day to submit Incomplete petitions for Spring Semester</i>
May 27 (Mon)	<u>Memorial Day</u> : Administrative Holiday; Library closed
May 28 (Tue)	<u>Tuesday after Commencement</u> : CDSP Administrative Holiday
May 29 (Wed)	Faculty Meeting, 9:30 am-12:30 pm, followed by lunch
May 30 (Th)	<i>Returning courses (Summer and Fall 2019): Reserve reading requests submitted to GTU Library</i>
May 31 (Fri)	<i>Faculty reminder to submit course evaluation form (Summer 2019)</i>
June 14 (Fri)	<i>Last day to submit work for Spring Semester Incompletes</i>
June 14 (Fri)	<i>Last day to submit grades for Spring Semester; individual evaluation of students in the CDSP MDiv and CAS programs are due to the registrar</i>

July 5 (Fri) *Last day to submit grades for removal of Spring Incompletes*

➤ **SUMMER INTENSIVE, 2019**

March 1 (Fri) *Returning courses: Draft syllabus made available to students upon request; textbook information submitted to registrar*

March 31 (Sun) *All courses: Final syllabus made complete and available to students; Moodle course populated.*

April 1 (Mon) *New courses: Textbook information submitted to registrar*

May 30 (Thu) *Returning courses: Reserve reading requests due to GTU Library*

June 16-28 (Sun-F) *Summer Intensive (for CAS (low-res), MDiv (low-res))*

June 27-28 (Th-F) *Course evaluation forms made available online to students*

June 28 (Fri) *Last day to submit Incomplete petitions for Summer Intensive*

July 4 (Thu) Independence Day, GTU and UCB Administrative holiday observed; Library closed

July 26 (Fri) *Last day to submit work for Summer Intensive*

August 16 (Fri) *Last day to submit grades for Summer Intensive; individual evaluations of students in the CDSP MDiv and CAS programs are due to the registrar*

August 16 (Fri) *Last day to submit work for Summer Intensive Incompletes*

Sept. 6 (Fri) *Last day to submit grades for removal of Summer Intensive Incompletes*