

**Academic Administrative Calendar
2017-2018**

July 2017

4 Independence Day (observed) - Offices Closed & Classes Excused
14 Mid-month payday
18-21 Trustees' Retreat (Saratoga)
24 Issuance of University Catalog Departmental Work Copy from Registrar's Office
31 End of month payday

August 2017

9 Trustee's Meeting
11 Last day of Summer Session
15 Mid-month payday
18 Summer 2017 Final Grades must be submitted online by noon
21-25 College of Law – Incoming First Year Orientation
23 New Faculty reporting date
23-24 New Faculty Orientation
25 Returning Faculty reporting date
28 Residence Halls open and check-in begins at 7:00 a.m.
28 Graduate Assistant Teaching & Learning Symposium & New Graduate Student Orientation
28 College of Law classes begin
28 Begin Academic Year office hours 8:00 a.m.- 5:00 p.m.
30 Classes begin; late registration and drop/add begins
31 End of month payday

September 2017

* Department Heads' Workshop
1 Call for Sabbatical Nominations
4 Labor Day – Offices Closed & Classes Excused
8 Call for Flittie Sabbatical Nominations
11 Last day to add, late register, change grading options, drop or change sections for semester courses – strictly enforced
11 Last day to make changes to health insurance selection
11 Faculty Senate Meeting
13-15 Trustees' Meeting (Laramie)
15 Spring 2018 Class Schedule first draft to be loaded to Banner by departments
15 Mid-month payday
15 Tuition / Fees due, strictly enforced
23 Ag Appreciation Day
25 Faculty Senate Meeting
29 End of month payday
29 Last day to withdraw from first-half block courses
30 UW Family Weekend
30 Campus Pass

October 2017

6 Material Distributed for Faculty Award Nominations
9 Faculty Senate Meeting
13 Spring 2018 Class Schedule final draft due in the Office of the Registrar
13 Mid-month payday
16 Issuance of Summer 2018 Bulletin Departmental Work Copy from Registrar's Office
18 Trustees' Meeting (Conference Call)
20 Mid-semester
20 Spring 2018 Class Schedule posted – changes to .pdf cease

20 2017-2018 University Catalog Copy "First Draft" Due in the Office of the Registrar
25 Mid-semester grades must be submitted online (by 12:00 p.m.)
26 Last day to add, late registrar, change grading options, drop or change sections for second-half block courses
27 A&S Keith & Thyra Thomson Honors Convocation
28 Homecoming
Oct 30-
Nov 3 Advising Week for Spring 2018
30 Faculty Senate Meeting
31 End of month payday

November 2017

Oct 30-
Nov 3 Advising Week for Spring 2018
1 Issuance of Fall 2018 Class Schedule Departmental Work Copy from Registrar's Office
1 Priority registration for Spring 2018 begins
1 College of Law registration begins for Spring 2018
3 Flittie Sabbatical Nominations due in Academic Affairs by 5:00 p.m.
3 Sabbatical Leave Recommendations Due in Academic Affairs
10 Worksheets Distributed for Reappointments (Faculty and APs), Tenure and Tenure and Promotion Cases
11 Discovery Days #1
13 Last day to withdraw from individual semester courses
13 Faculty Senate Meeting
15 Mid-month payday
15-17 Trustees' Meeting (Laramie)
16 Last day to withdraw from the University for Fall 2017
22 Summer 2018 Bulletin first draft to be loaded to Banner by departments
23-24 Thanksgiving Break – Classes Excused & Offices Closed
27 Faculty Senate Meeting
30 End of month payday

December 2017

1 College of Law last day of classes
6-15 College of Law – Final Exams
8 2018-19 University Catalog "Final Draft" issued to departments
8 Registration for Spring 2018 for new or enrolling students begins
11 Last day of classes
11 Faculty Senate Meeting
13-19 Finals Week
13 Trustees' Meeting (Conference Call)
15-16 Commencement
15 Mid-month payday
19 Summer 2018 Bulletin preview available online
20 Residence Halls Close (12:00 p.m.)
Dec 20-
Jan 19 Winter Term
22 End of Month Payday
22 Christmas Holiday – Offices Closed
25 Christmas Holiday – Offices Closed
26-28 Winter Closure - Offices Closed
29 New Year's Holiday- Offices Closed

January 2018

1	New Year's Holiday – Offices Closed
2	Final grades must be loaded online (by 12:00 p.m.)
8	Summer 2018 Bulletin final draft due in Office of the Registrar
12	Mid-month payday
12	Summer 2018 Bulletin posted – changes to .pdf cease
15	Martin Luther King, Jr. /Wyoming Equality Day – Offices Closed, Classes Excused
16	College of Law classes begin
17-19	Trustees' Meeting (Laramie)
19	First Year Reappointment Recommendations (Faculty and APs) Due in Deans' Offices
19	Faculty Award Nominations Due
19	Residence Halls Open (8:00 a.m.)
Dec 20-	
Jan 19	Winter Term
22	Classes begin; late registration and drop/add begins
25	Last day to add, late register, change grading options, drop courses that meet first 1/2 of semester
29	Faculty Senate Meeting
31	Last day to make changes to health insurance selection
31	End of month payday

February 2018

1	2nd, 3rd, 4th, and 5th year Reappointments (Faculty and APs), Tenure and Tenure and Promotion Recommendations Due in Deans' Offices
2	Fall 2018 Class Schedule first draft to be loaded to Banner by departments
2	First Year Reappointment Recommendations (Faculty and APs) due in Academic Affairs
9	Tuition/Fees due, strictly enforced
12	Faculty Senate Meeting
14	Trustees' Meeting (Conference Call)
15	Mid-month payday
19	Last day to withdraw from first-half block courses
23	Graduate Education Faculty & Student Awards Nominations Due in Academic Affairs by 5:00 p.m.
26	2nd, 3rd, 4th, and 5th Year Reappointments (Faculty and APs), Tenure and Tenure and Promotion Recommendations Due in Academic Affairs
26	Faculty Senate Meeting
28	End of month payday

March 2018

1	Registration for Summer 2018 courses begins
2	Fall 2018 Class Schedule final draft due
9	Mid-semester
9	Fall 2018 Class Schedule Posted- changes to .pdf cease
12-16	Spring Break
15	Mid-month payday
21-23	Trustees' Meeting (Laramie)
22	Mid-semester grades must be submitted online (by noon)
22	Last day to add, late register, change grading options, drop or change sections for second-half block courses
23	2018-19 University Catalog "Final Draft" due back to the Office of the Registrar
26	Faculty Senate Meeting
26-30	Advising Week for Fall 2018
28	Priority registration for Fall 2018 begins
30	End of month payday

April 2018

* Residence Life Summer Session Reservation Priority
Contact the Testing Center for information regarding student test dates.
Campus Event Information can be found at www.uwyo.edu/calendar.

2	Issuance of Spring 2019 Class Schedule Departmental Work Copy from Registrar's Office
2-4	University Reappointment, Tenure & Promotion Committee Meetings
6	Last day to withdraw from individual semester courses
7	Discovery Days #2
9	Faculty Senate Meeting
11	Trustees' Meeting (Conference Call)
13	Mid-month payday
16	Last day to withdraw from second-half block courses
16	Last day to withdraw from the University for Spring 2018
23	Faculty Senate Meeting
27	Tobin/Spitaleri Recognition Luncheon
27	Torchlight Laurels
27	College of Law last day of classes
27	Buchanan Lecture
27	Phi Beta Kappa Initiation
28	Undergraduate Research Celebration
30	End of month payday

May 2018

2-11	College of Law Final Exams
4	Last day of classes
7-11	Finals Week
7	Faculty Senate Meeting
9-11	Trustees' Meeting (Laramie)
10	UW-Casper Commencement
12	Commencement
12	College of Law Commencement
12	Residence Halls close (12:00 p.m.)
14	Begin summer office hours – 7:30 a.m. – 4:30 p.m.
15	Mid-month payday
17	Spring 2018 Final Grades must be submitted online (by noon)
21	Summer Session 2018 begins
25	2018-19 University Catalog published – changes to .pdf cease
28	Memorial Day – Offices Closed
31	End of month payday

June 2018

13	Trustees' Meeting (Conference Call)
15	Mid-month payday
29	End of month payday

* Date to be determined