

Dates to Remember

1/22: First day of classes
1/22: MLK Commemoration, no classes 10:30am-12:30pm
1/26: Last day to add or drop a class (w/o a W grade)
1/29: Valid grades for Fall 2023 Incompletes due
3/1: UG reading day. Graduate courses in session
3/8-15: Mid-semester grades for all students due
3/18-22: Spring Recess
3/28: UG Advisement for Spring 2024 begins
4/8: Last day to withdraw from a class
4/8: Last day to elect pass/fail grade for a class
4/11-12: GR registration period for Spring 2024

4/15-18: UG registration period for Fall 2024
4/23: CARS (Activity/Research), No UG classes until 6pm
5/3: UG classes end
5/6-9: GR classes in session, may be used for final exams
5/6-13: UG exam week
5/13: Spring semester ends
5/13: Grades due for GR graduating students
5/14: Grades due for UG graduating students
5/16: All remaining grades due
5/17-18: Commencement Ceremonies

Updates

NEW LOA/UW FORM

Students wishing to take a leave of absence or official withdrawal from the University now have an Etrieve form to complete. If a student makes the request during the semester and classes need to be dropped, each instructor will receive an automated email requesting that they log into NazNet and input the student's last date of academic activity. For federal financial aid purposes, this information is extremely important! If you receive one of these emails please provide the information as accurately and quickly as possible! If you have any questions please email rscott21@naz.edu. Students should still begin the process by contacting the Office of Student Services oss@naz.edu.

FINDING DEIB CLASSES

With more classes being designated as DEIB, it is important to know how to find them when working with students! Please see instructions on the Reg & Records website.

UPDATED ACADEMIC POLICIES

As the Policies and Procedures Committee updates policies throughout the academic year, please monitor the Reg & Records website for [these updates](#).

Reminders

MLK Commemoration

On Monday January 22, all classes are suspended from 10:30am- 12:30pm for MLK commemoration programming. Please be sure to accommodate this in your applicable class schedules.

GRADUATION & COMMENCEMENT

Please remind your advisees and other students you are in contact with to make sure they have applied for graduation! Students will receive several reminders to check the commencement list in the early weeks of the semester to ensure they are set to participate.

GRADING

The Reg & Records Office will send an email to all faculty when mid-term and end of term grading has been open. Grades cannot be inputted prior to the notification.

PASS/FAIL

Please be monitoring your emails for notifications of pass/fail request forms from students. Before approving, check the request against the [pass/fail policy](#) to be sure the requirements have been met.

ROOM CHANGES

If the room assigned to a class needs to be changed, please contact our office!