Soar in 4!
Students enter Iowa State University with diverse abilities, interests, and educational goals. Many students are interested in minimizing the costs of their education by graduating in a timely manner. To ensure that students who want to graduate with a bachelor degree in four years are able to do so, the university has developed the Soar in 4: Four-Year Graduation Guarantee. This guarantee applies to all bachelor degrees offered at Iowa State (with the exception of Architecture and Landscape Architecture which are both five-year programs).

As a part of the Soar in 4: Four-Year Graduation Guarantee, students accept responsibility for monitoring their own progress toward degrees and for making choices that will allow them to graduate within four years. The University is responsible for providing academic advising, tools for monitoring degree progress, and available space in courses students need to graduate. Students who fulfill the Student Expectations below have a commitment from the university that they will be able to enroll in the courses they need to graduate with their bachelor degree in four years.

Student Expectations
To remain eligible for the benefits of the Soar in 4: Four-Year Graduation Guarantee, students will:

1. Begin as a full-time, first-year student with the appropriate academic preparation to enroll in the first semester courses specified in the four-year plan template for the intended degree.
2. Select any four-year bachelor degree program/major (excludes Architecture, Landscape Architecture, and concurrent Bachelors/Masters programs).
3. Stay on track by remaining a student in good standing at the University and earning a minimum of one quarter of the applicable credits, in the prescribed sequence, for the degree program each year. Students may choose to include summer session(s).
4. Meet with their academic adviser prior to the assigned registration time as required by their program, to discuss course plans and progress toward graduation as well as any options for additional experiences (e.g. study abroad, service learning, or internships).
5. Accept responsibility for monitoring their degree progress, through regular review of the four-year templates available in the Catalog, degree audits available in Access Plus, and any other degree planning tools provided by their department.
6. Accept responsibility for clearing all holds affecting registration prior to their assigned registration time.
7. Register for classes at their assigned registration start time.
8. Accept any available section that can be accommodated in their course schedule for courses required for their degree program.
9. Enroll in additional minors, certificates, or majors, only if the additional requirements can be met within the original four-year period.
10. Notify their adviser during the registration period that graduation may be delayed due to the unavailability of a course.
11. Work with their adviser to determine if graduation in four years is still the best path should they be placed on academic probation or change their major.

The University’s Commitment
As part of the Soar in 4: Four Year Graduation Guarantee, Iowa State University will:

1. Provide a knowledgeable academic adviser at initial registration and before registration each subsequent semester to review course selections with the student.
2. Provide tools that allow students to monitor their degree progress.
3. Ensure the availability of courses that enable students to complete their degree in four years.
4. Allow students to extend their graduation timeline to eight semesters (non-consecutive) and still be covered by the guarantee, if a student participates in an optional semester (or longer) full-time internship/co-op as a registered student.

If a student meets all the expectations of the Soar in 4: Four-Year Graduation Guarantee but is unable to graduate with a bachelor’s degree in four years (eight semesters) due to the unavailability of a course, the student’s department/college will provide one of the following options:

1. Allow the student to graduate with a substitute course or independent study course.
2. Allow the student to graduate in four years by waiving the requirement to be in good standing.
3. If the department/college, determines that neither of the above options is possible, Iowa State University will pay the tuition for the student to take the course required to complete the degree program within the next year at Iowa State.

What is an academic adviser?
Your academic adviser is the person with whom you plan your course of study. Iowa State’s academic advisers are dedicated to enhancing each student’s academic and career aspirations. Your
academic adviser may be a faculty member who advises along with teaching and research, or your adviser may be a staff member who advises full time.

All undergraduate students are assigned an academic adviser based on their major/curriculum. A new adviser assignment is made if you change majors/curricula. Advisers serve as a primary resource for students, connecting them with the wide variety of services and academic opportunities available. The advising experience begins when you are a prospective student and continues until you graduate. The goal of academic advising is an individualized academic experience for each student, developed through a mentoring relationship.

Academic advising responsibilities
A successful academic advising relationship involves fulfillment of responsibilities on the part of both the student and academic adviser.

As a student your responsibilities include:
• Knowing Iowa State policies and procedures
• Knowing graduation requirements for degree programs
• Understanding and accepting the consequences of your academic decisions
• Seeking, evaluating, and acting on advising assistance
• Taking responsibility for accomplishing your degree plan

Academic adviser responsibilities include:
• Assisting students in achieving the learning outcomes of their academic program, their college, and the university
• Referring students to appropriate campus resources
• Empowering students to develop an academic plan appropriate to the student’s abilities, interests, academic and career goals
• Communicating university policies and procedures accurately

How do I know my adviser is?
Your adviser’s name can be found on AccessPlus under the current student information tab. If there is no name, contact your college student services office.

What kinds of classes do I take?
Most students find their schedules satisfactory if their classes each semester include some variety from English and communications, social sciences, biological sciences and physical sciences, mathematics, humanities, art, and courses in their major. Try to include both lecture- and laboratory/studio-type courses in your schedule each semester, if appropriate.

How many credits should I take?
The credit load students carry each semester will vary from semester to semester and from student to student. Twelve credits is full-time enrollment. Most students enroll in 12 to 16 credit hours. Some students carry lighter loads during their first semester when they are adjusting to Iowa State. Your academic adviser is your best resource for determining your credit load.

Can I see how my credits may transfer?
TRANSIT is an online system which displays how your credits from a community college or another university may transfer to Iowa State. Visit transit.iastate.edu to start exploring TRANSIT. After credits are accepted by the university it is up to your academic department to decide how to apply your credits to meet the specific graduation requirements of your major and curriculum. You need to visit with your academic adviser about the application of your credits.

How are contact hours different from credit hours?
Contact hours indicate the actual time you spend in class. A three-credit course may meet three hours a week for a lecture or as many as nine hours a week if it involves a laboratory or a studio. A credit or credit hour refers to a unit earned toward a degree. For example, a three-credit course counts as three of the total semester credits required for the baccalaureate degree.

How do I know my classification?
Your classification is determined by the number of college credits you have earned by passing courses or receiving test-out credit. Transfer students are classified on the basis of credits accepted by Iowa State. Classification in all colleges is the same:

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<tr>
<th>Class</th>
<th>Total Credits</th>
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<tr>
<td>Freshman</td>
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<td>Junior</td>
<td>60–89</td>
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<td>Senior</td>
<td>90 or more</td>
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What is a learning community?
Learning communities are small groups of students with similar academic interests who generally take one or two courses together. A learning community provides students with opportunities to form study groups, explore careers, interact with student mentors and faculty, and develop strong friendships. Some learning community students live in the same residence hall. More information can be found at lc.iastate.edu.

What is the policy on class attendance?
You are expected to attend every class meeting as scheduled. Each instructor sets his or her own policy with respect to class attendance, and excuses for absence from class are handled between the student and instructor. The instructor is expected to announce his or her policy at the beginning of the course. In order to attend a given class, a student must be registered for that class. Exceptions to this policy are at the discretion of the instructor.

If I don’t attend a class during the first week, will I be automatically dropped?
You are responsible for all of the courses on your schedule. The instructor cannot drop you from the class. The instructor can give away your seat, but you will need to drop through AccessPlus registration or by using an add/drop slip. If you don’t drop the class from your schedule, you will receive an F.

Can I test out of any courses?
Students may earn academic credit by examination in many courses. Check with your academic adviser before registering for departmental tests and/or CLEP. More information is available at admissions.iastate.edu/cbe and counseling.iastate.edu/testing/services.

What if I want to continue studying a foreign language?
If you want to continue studying a language in college and you have previously taken coursework or studied that language, you should take a placement assessment. This assessment helps determine what level you should begin taking language courses at Iowa State. You do NOT need to take the placement test if you have no prior background in the language.

• French, German, Russian, Chinese, and Spanish assessments are available online at language.iastate.edu/main/advising/placement/default.html. Each assessment will take about 20 minutes to complete.

Please print a copy of your assessment results to bring to your orientation advising appointment.

What do I do if I don’t like my major?
Your academic and career plans may change after you start college. If you want to make a change, consult your academic adviser. Your adviser will help you investigate potential careers, refer you to other campus resources, and assist you with the procedures necessary to change your major.

To change your major, prior to the start
of classes, contact the Office of Admissions by phone, 515 294-5836 or email, admissions@iastate.edu.

After classes begin, changing your major will involve the following steps:
1. Talk to an academic adviser in the area you are considering.
2. See your current academic adviser and fill out a change of curriculum form.
3. Follow the steps on the form. Make certain you do all of them in the order listed.

Your curriculum change will not become official until you have completed all of the steps.

What if I don’t know what I want for a major?
Many students enter the university unsure of their choice of major. Other students will change their minds after they arrive. Iowa State offers these students the opportunity to explore different majors through the Open Option major.

Open Option academic advisers specialize in helping students investigate their academic and professional interests and understand how their interests and abilities intersect. For more information about Open Option, contact LAS Student Academic Services, 515 294-4831, located in 102 Catt Hall.

For help with career decision making, visit with the Career Exploration Services staff in the Student Services Building. They provide individualized career counseling and resources such as interest inventories and information about researching occupations and careers.

If I’m planning to be a high school teacher, what will be my major?
You will major in the subject you want to teach. Your major will determine what college you enroll in. For specific information, contact the Director of Teacher Education Services, 133 MacKay Hall. Phone number: 515 296-8837. Email: tes@iastate.edu.

If I’m having trouble in a class, what should I do?
There are many people on campus who are available to help if you are having difficulties with a class. Talk with your instructor or academic adviser for suggestions and resources. You can also make an appointment with an academic coach at the Academic Success Center to discuss any academic challenges you are experiencing. Check the resources and services section of this manual for information about tutoring, supplemental instruction, and help rooms.

How might technology be used in my classes?
The use of technology in your courses may include accessing an online learning management system for retrieving course information, submitting assignments, taking tests, communicating with other students, and even checking your grades. If you choose to take a fully online course everything including streaming lectures, instructor office hours, and group work will be performed online. Additionally, instructors may use audience response technology during a class to engage you in polling, short answers and more. Finally, consider these helpful hints:
- Check your Iowa State email often
- Log in daily to the learning management system
- Check your course syllabus and your instructor about what is required for each class
- Discuss with your adviser/college what smart devices (tablet, laptop, smartphone, etc.) and/or software may be useful for your success at Iowa State

What if I have a disability?
If you have a diagnosed disability, you should contact Student Disability Resources in 1076 Student Services Building (515 294-7220). They will advise you regarding documentation requirements, eligibility for services, campus resources, and how to seek academic accommodations. More information is available at dso.iastate.edu/dr.

What happens if my grades are low?
Students are placed on academic probation or academic warning when their academic progress isn’t satisfactory, and they must improve performance to avoid dismissal from the university. The semester grade point average (GPA) at the end of every fall and spring semester determines the academic status for all students. A semester GPA of less than a 2.00 will result in academic warning (W), probation (P), or dismissal depending on the student’s academic status at the beginning of that semester. Students placed on academic warning (W) or probation (P) will be required to seek immediate assistance from their academic adviser and will not be permitted to register for future semesters until completing a self-assessment and academic improvement plan. Review catalog.iastate.edu for further information on the Academic Standards Policy.

What type of grading scale does Iowa State use?
Grades represent the permanent official record of your academic performance. Iowa State uses a 4.00 grading scale. More information can be found in the Iowa State University Catalog (catalog.iastate.edu).

How do I track my grades?
There are several ways to obtain information about your academic progress. First, keep track of your grades yourself (test scores, daily assignments). Check the syllabus for information about how the course is graded. Second, talk to the instructor about your grade. Visit during your instructor’s posted office hours or send an email (available on course syllabus or on your schedule in AccessPlus). Third, in the middle of the semester (mid-October and mid-March), instructors will determine which students are earning a C- or lower in their courses. They will give this information to the registrar. The registrar will notify the students through AccessPlus. Fourth, at the end of the semester, your final grades will be posted on AccessPlus. You will not receive a paper copy of your grades unless you specifically request one.

Will the university send a copy of my grades to my family members?
No. If you are legally considered an adult, your right to privacy is protected by federal law. Your grades are labeled as confidential. You may allow others to view your grades through third party access on AccessPlus. For more information about confidentiality, ask your academic adviser or visit catalog.iastate.edu.

Does my academic progress affect my financial aid?
Federal regulations require the Office of Student Financial Aid to monitor the academic progress of students. Satisfactory Academic Progress (SAP) standards apply to undergraduate students who wish to establish or maintain financial aid eligibility. These standards apply to a student’s entire academic record at Iowa State (including all credit hours transferred to Iowa State from another school), whether or not financial aid was received for prior terms of enrollment. The entire policy can be found at financialaid.iastate.edu/faq/sap.php.

The Registrar’s records are reviewed at the completion of every semester of enrollment to determine compliance with the SAP policy. There are three components to the
SAP policy:

1. Minimum GPA
   Students must maintain a cumulative GPA of 2.0 or higher to remain eligible for financial aid. Academic records are reviewed at the completion of every term of enrollment (fall, spring, summer) to determine SAP.

2. Minimum Pace-of-Progression
   Students must complete coursework at a cumulative rate of 67 percent. Completed coursework is defined as any course for which the student receives a passing grade. Academic records are reviewed at the completion of every term of enrollment (fall, spring, summer) to determine SAP. Use the formula below to determine the pace of progression. The minimum pace requirement is 67%. Completed Semester Hours (all passing grades): Total credit hours with a passing grade on a student’s academic record according to the Office of the Registrar (A, A-, B+, B, B-, C+, C, C-, D+, D, D-, P, S, T), and all transfer, remedial, English as Second Language, IEOP, and early credit hours taken in high school divided by Attempted Semester Hours - All completed credit hours listed above, and all credit hours with a non-passing grade (F, NP, X, I) on a student’s academic record according to the Office of the Registrar.

3. Maximum Time Frame (Duration of Eligibility)
   Federal regulations limit financial aid eligibility to 150 percent of the published length of the education program, as measured in attempted credit hours. Transfer credit hours are counted in the calculation of duration of eligibility. When the student has attempted 125 percent of their education program a letter is mailed to the student and a targeted message is posted to the student’s AccessPlus account as notification that they are approaching the maximum time frame.

REGISTERING FOR CLASSES

How do I register for future semesters?
You will plan your next semester schedule in consultation with an academic adviser and process your registration online. It’s the same procedure each semester—meet with your adviser, pick up your Registration Access Number (RAN), and register on your assigned start date via AccessPlus. A RAN is not required for an undergraduate student in the College of Business.

RAN—A RAN gives you access to your registration information. Each semester the university assigns you a new RAN, and you find out what it is by conferring with your academic adviser during the advising time for registration. Your password and your RAN are confidential information. They protect your personal university records. Do not share them.

Each student is assigned a registration start date based on projected year in school plus total credit hours. Graduate students and vet med students register first, then seniors, followed by juniors, sophomores, and then freshmen and nondegree students. Register as early as your start date and time allow. Courses begin to fill on the first day of registration.

Where can I find a list of classes for the next semester?
The schedule of classes information can be accessed online by selecting “Schedule of Classes” from the Iowa State index (classes.iastate.edu).

How many credits are required for full-time status?
Full-time status for an undergrad is defined as 12 credits for fall or spring semester. Half-time status is defined as six credits for fall or spring semester. Summer status depends on the number of weeks you are enrolled. See summer status certification at registrar.iastate.edu.

How many credits can I register to take?
Undergraduate students have a credit limit of 18. The online web registration system will not allow you to add credits beyond this limit. There may be cases where your adviser and/or college will approve a higher (or lower) credit limit. Contact your adviser for more information.

What is a registration hold?
Your ability to initiate registration may be blocked by one or more offices on campus. You will need to resolve any outstanding issues with that office before you can register (for example, new students who did not submit their immunization forms to the Thielen Student Health Center will not be allowed to register for the next term). You will be notified via email prior to the start of registration if you have any registration holds or check AccessPlus under current student information.

AccessPlus registration says I am ineligible for a course. What does that mean?
Some course sections are restricted to students who meet specific criteria (e.g., major, college, year in school). This information may be viewed in the Schedule of Classes section. If a department agrees to waive a restriction, you must obtain the designated departmental signature on an add/drop slip and process the form in the registrar’s Student Scheduling Office, 10 Enrollment Services Center.

Are there deadlines for registration?
Registration should be completed by the Friday before classes begin. If circumstances necessitate registration after classes begin, a late registration fee will be assessed. Initiating a schedule after the fifth day of classes requires you to obtain written permission from the instructors of the courses you plan to take, as well as approval by your college office or dean.

Where do classes meet?
You will be able to see classroom assignments on your schedule on AccessPlus approximately 30 days before the start of the semester. You may also obtain meeting room information by accessing Schedule of Classes information at classes.iastate.edu.

Will AccessPlus registration let me schedule classes that meet at the same time?
The AccessPlus registration system will not prevent you from scheduling time conflicts. It is your responsibility to check your schedule for time conflicts.

What should I do if the course I want is closed?
A wait list is generated when all sections of a course have filled and students continue to request the course. The wait list records your name and the day and time of the unmet request. Being on the wait list does not mean you will receive a space in the class should one open. It does inform the university of unmet demand and will influence decisions on course availability in the future.

It is important, therefore, that you:
- Request a closed course and register your demand.
- Talk with your academic adviser about alternative options to meet your graduation requirements.
- Continue checking the availability of the course on AccessPlus.

Do all classes meet for 16 weeks?
No. Some courses, for example Library 160, last only eight weeks. Your schedule on AccessPlus will list the start and stop dates for all of your courses. Read your
schedule carefully. Be certain not to miss the first day of a class that begins mid-semester.

**How and when can I make changes to my schedule?**

The best idea is always to talk with your academic adviser before making any schedule changes. Your adviser can sometimes suggest other options, make sure you’re not jeopardizing your degree program or special eligibility status, and alert you to appropriate deadlines. You may make changes to your schedule on AccessPlus any time through the fifth day of classes, except during the month of June.

**Drop limit**

You have a limited number of courses you may drop during your undergraduate career.

The following guidelines apply to courses dropped after the fifth day of classes:

- Students who enter Iowa State directly from high school or transfer to Iowa State with fewer than 30 credits are given five drops.
- Students who transfer to Iowa State with more than 30 credits are given four drops.
- Students who enter Iowa State after earning a bachelor’s degree are given two drops.
- Courses dropped during your first semester of enrollment do not count toward your drop limit.
- Each semester your grade report on AccessPlus indicates the number of drops you have left.
- Additional drops may be granted by your college for special circumstances. Consult with your academic adviser regarding the policies of your college.

Failure to attend a class will NOT result in your being dropped from the course. You must initiate the drop. If you believe you need to drop a course for circumstances beyond your control (such as medical or family emergency), talk to your academic adviser or a staff member in the college office about your options.

**Drop deadlines**

There are three distinct time periods for making changes to your schedule after classes begin. The procedures for changes are different in each period. Specific drop deadlines for each semester are posted at iastate.edu under “Drop Deadlines.”

The following guidelines are for full semester courses.

**Period 1** is the first five days of the semester.

- There is no processing fee.
- Adviser signature is not required. However, it is wise to consult your adviser before making a change.
- Drops do not require instructor signatures and should be done through AccessPlus registration.
- Courses dropped will not be used towards your limited number of course drops.
- Courses dropped will not appear on your grade slip or your permanent record.
- Instructor or departmental approval/signature may be required to add a class. In this case, after obtaining the proper signature, take your add slip to Room 10, Enrollment Services Center for processing.
- Adds not requiring an instructor or departmental signature may be done through AccessPlus registration.
- Check your schedule to be certain you made the change you intended.

**Period 2** extends from the sixth day of classes until the 49th day of classes. Check the academic calendar for the specific date each semester.

- All changes require an add/drop slip.
- There is a charge for each add/drop form processed.
- Adviser and instructor signatures are required for all adds and drops.
- After obtaining all required signatures, take your add/drop slip to Room 10, Enrollment Services Center for processing.
- Drops will count against your drop limit unless it is your first semester of enrollment.
- Drops will appear on your grade slip and your permanent record.

**Period 3** extends from the 50th day of classes until the end of the semester.

- Schedule changes during this period are permitted only for extenuating circumstances that are beyond your control. Failing a course is not considered to be beyond your control. Consult your adviser about academic support services.
- Petitions for schedule changes will require documentation of the extenuating circumstances and must be approved by the college dean or designated representative.
Monthly check it for 2017-2018

June
- Update your ISU Alert information on AccessPlus to ensure it’s accurate and includes the phone numbers and email address that are most likely to find you in an emergency.
- Add or update emergency contact information on AccessPlus.

July
- Log on to the Student Organization Database (sodb.stuorg.iastate.edu) to explore which student organizations you’d like to join at Iowa State.
- View mandatory health requirements at CycloneHealth.org and submit your records through AccessPlus.
- Purchase your campus parking permit on AccessPlus.
- Purchase your Cyclone athletics tickets. For more information, visit cyclones.com.

August
- WelcomeFest is a great way to find out about businesses and opportunities in the Ames area.

September
- Get involved! Attend ClubFest to talk to representatives from Iowa State clubs and organizations.

October
- Stop by the Academic Success Center to reach your academic goals through supplemental instruction, tutoring, and more. A full list of services can be found at dso.iastate.edu/asc.
- Begin preparing for course registration. Consider when you might meet with your adviser.

November
- Start making plans for fall, winter, and spring breaks.

December
- Apply to be a team leader for Destination Iowa State. Go to admissions.iastate.edu/leaders/team_leaders.php for more information.
- Start planning for your 2018-19 housing.

January
- Visit Iowa State’s Student Job Board on AccessPlus (accessplus.iastate.edu) to learn about both on- and off-campus employment opportunities.
- Explore scholarships available for current Iowa State students.

February
- Need to talk? Visit Student Counseling Service (counseling.iastate.edu) to discuss your feelings with trained professionals.

March
- Check out the services offered through Recreation Services. A list of facilities, group fitness classes, and intramurals can be found at recservices.iastate.edu.

April
- There’s still time to sign up for summer classes. Speak with your academic adviser or check out classes.iastate.edu for the latest course offerings.

May
- As a family, discuss the rules and expectations for the summer months if your student will be coming home. Things to consider are curfews, chores, trips, and house rules.

June
- Explore the possibility of completing an internship during your academic career by visiting with your academic adviser, or map out your study abroad adventure with the help of the Study Abroad Center (studyabroad.iastate.edu).
Key dates:

- **June 2017**
  - 12 Classes begin (summer session II)
  - 16 Last day to drop a session II course
  - 19 Second payment due (summer)

- **July 2017**
  - 4 University holiday
  - 20 Final payment due (summer)
  - 31 Deadline for mandatory health requirements submission for Fall admits

- **August 2017**
  - 4 Summer session II ends
  - 9 Grade reports available on AccessPlus
  - 15-16 Residence hall move-in
  - 17-19 Destination Iowa State
  - 20 First fee payment due for fall
  - 21 Classes begin
  - 23 WelcomeFest, Durham Great Hall, Memorial Union

- **September 2017**
  - 4 University holiday
  - 6 ClubFest, Central Campus
  - 20 Second fee payment due
  - 22 Last day to drop a first-half course
Key dates:

October 2017

- 9-13 Midterm week
- 13 First-half courses end
- 16 Second-half courses begin
- 18 Registration for Spring 2018 begins
- 20 Final fee payment due
- 27 Last day to drop a full-semester course

November 2017

- 17 Last day to drop a second-half course
- 20-24 Thanksgiving break, classes recessed
- 23-24 University holidays
- 30 Deadline for mandatory health requirements submissions for Spring admits

December 2017

- 1 Deadline for filing FAFSA
- 4-8 Dead week
- 11-15 Finals week
- 15 Fall semester ends
- 16 Commencement
- 20 Grade reports available on AccessPlus
- 25-26 University holidays

January 2018

- 1 University holiday
- 3 Schedule of Classes for Summer 2018 available
- 8 Classes begin
- 15 University holiday
- 20 First fee payment due
### Key dates:
- **February 2018**
  - 9: Last day to drop a first-half course
  - 20: Second fee payment due
  - 26-Mar: 2 Midterm week

- **March 2018**
  - 2: First-half courses end
  - 5: Second-half courses begin
  - 12–16: Spring break
  - 19: Registration begins for Summer and Fall 2018
  - 20: Final fee payment due
  - 23: Last day to drop a full-semester course

- **April 2018**
  - 13: Last day to drop a second-half course
  - 23–27: Dead week
  - 30: Spring semester ends

- **May 2018**
  - 4: Commencement
  - 10: Grade reports available on AccessPlus
  - 14: Classes begin (summer session I)
  - 20: First fee payment due (summer)
  - 21: Last day to drop a Session I course
  - 28: University holiday
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**Key dates:**
11 Classes begin (summer session II)
18 Last day to drop a session II course
20 Second payment due (summer)

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**Key dates:**
3 Summer session II ends
8 Grade reports available on AccessPlus
14–15 Residence hall move-in
20 Classes begin

4 University holiday
20 Final payment due (summer)
University Calendar 2017-2018
(Dates subject to change. Please refer to registrar.iastate.edu/calendar for the most updated information.)

Summer Term 2017
May 14, Sun.
• Last day to cancel registration for summer to avoid tuition assessment.
May 15, Mon.
• Class work begins, Session I course
May 17, Wed.
• Last day to process adds or section changes for a Session I course through AccessPlus registration.
May 19, Fri.
• Last day to process most schedule changes without a schedule change fee; or to add/drop a Session I course without signatures of instructor and adviser. See the tuition adjustment schedule for financial deadlines. http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop a Session I course without the drop appearing on the permanent record or counting toward the limit of dropped courses.
• Last day to drop a Session I course through AccessPlus registration.
• Last day to change a Session I course from audit to credit basis.
• Last day to elect to audit a course for Summer Session I. The instructor of the course must approve an audit.
May 20, Sat.
• Fee payment deadline for summer semester. First payment (minimum due) or payment in full on AccessPlus.
May, 26, Fri.
• Last day to elect to audit a course for a twelve-week, full summer course. The instructor of the course must approve an audit.
May, 29, Mon.
• University holiday—offices closed, classes recessed.
May 31, Tues.
• Undergraduate applications for graduation for Summer 2017 and Fall 2017 are due. Submit via AccessPlus (student tab, graduation, application).
June 2, Fri.
• Graduate College: Last day for graduate students to cancel graduation without being assessed a nonrefundable graduation fee. Last day to submit a Request for Final Oral Exam or form for Summer 2017 graduation.
July 4, Tues.
• University holiday—offices closed, classes recessed.
July 5, Wed.
• Last day to drop a full-session, 12-week course without extenuating circumstances.
July 7, Fri.
• Summer Session I ends.
• Submit summer session I (1st 8 weeks of semester) grades on AccessPlus and Blackboard Learn.

Fall Semester 2017
Aug. 1, Tues.
• University bills with Fall 2017 tuition and fees charges available on AccessPlus.
Aug. 4, Fri.
• Summer Session II ends.
• Undergraduate applications for graduation for Fall 2017 are due. Submit via AccessPlus (student tab, graduation, application).
• Graduate College: Last day to have POSC approved for Fall 2017 graduation.
Aug. 8, Tues., 2:15 p.m.
• Final grades due on Bb Learn or AccessPlus.
Aug. 9, Wed.
• Grade reports available on AccessPlus.
• Last day of end of rental book return without penalty to the University Bookstore.
Aug. 25, Fri.
• University bills with Fall 2017 tuition and fees charges available on AccessPlus.
Aug. 18, Fri.
• Last day to initiate registration in person without a late registration fee in the Registrar’s Student Scheduling Office, 10 Enrollment Services Center. Registration may be initiated using AccessPlus until 11 p.m. Aug. 20 without a late registration fee.
Aug. 20, Sun.
• Fee payment deadline for fall. First payment (minimum due) or payment in full on AccessPlus.
• Last day to initiate registration through AccessPlus without a late registration fee. Registration must be completed by 11 p.m.
• Last day to cancel registration on AccessPlus for fall to avoid tuition assessment. All courses must be dropped on AccessPlus by 11 p.m.
Aug. 21, Mon.
• Class work begins.
• Schedule changes processed through AccessPlus registration or in 10 Enrollment Services Center.
Aug. 25, Fri.
• Last day to initiate registration through AccessPlus. A late registration fee applies.
• Last day to process most schedule changes without a schedule change fee or to add/drop a course without signatures of instructor and adviser (full-semester courses and first half-semester courses). See the tuition adjustment schedule for financial deadlines and the Schedule of Classes for exceptions. http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop full-semester or first
half-semester courses without the drop appearing on the permanent record or counting toward the limit of dropped courses.

- Last day to process a schedule change for fall through AccessPlus registration.
- Last day to change a full semester course from audit to credit basis.

Aug. 26, Sat.
- Last day to return textbooks for refund to University Book Store. Exclusions apply. See www.isubookstore.com for details.

Sept. 1, Fri.
- Last day to receive a tuition and fee adjustment for full semester courses when dropping below full-time status. No refunds for full semester courses after day 10 of the semester.
- Last day to elect to audit a full-semester course for fall. The instructor of the course must approve an audit.

Sept. 4, Mon.
- University holiday—offices closed, classes recessed.

Sept. 8, Fri.
- Graduate College: Last day for graduate students to submit applications for graduation for Fall 2017 through AccessPlus without a late fee.

Sept. 20, Wed.
- Fee payment deadline for fall. Second payment (minimum due) on AccessPlus.
- Last day to change degree audit information for fall semester.

Sept. 22, Fri.
- Last day to add/drop a first half-semester course without extenuating circumstances.
- Last day to change a first half-semester course to or from Pass/Not Pass.
- Last day to file a Designation of Repeated Course form for a first half-semester course that is not an automatic designated repeat.

Sept. 30, Sat.
- Schedule of Classes for Spring 2018 available for viewing on the Web at http://classes.iastate.edu/

Oct. 2, Mon.
- Advising period for Spring 2018 registration begins.

Oct. 13, Fri., 2:15 p.m.
- Midterm grade reports due on Bb Learn or AccessPlus.
- First half-semester courses end.

Oct. 16, Mon.
- Second half-semester courses begin.

Oct. 18, Wed.
- Registration period for Spring 2018 begins.

First day of assigned Spring 2018 registration dates for students in the College of Veterinary Medicine and students in the Graduate College. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday-Saturday.

- Seniors graduating Spring 2018 should submit a Graduation Application after registering for final course work. Submit via AccessPlus (student tab, graduation, application).

Oct. 20, Fri.
- Fee payment deadline for fall. Final payment due on AccessPlus.
- First day of assigned Spring 2018 registration dates for students projected as seniors. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday—Saturday.
- Last day to process most schedule changes for a second half-semester course without a schedule change fee or to add/drop a second half-semester course without signatures of instructor and adviser. See the tuition adjustment schedule for financial deadlines. http://www.registrar.iastate.edu/fees/tuition-adj.

Oct. 26, Thurs.
- First day of assigned Spring 2018 registration dates for students projected as juniors. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday—Saturday, and most Sundays.

Oct. 27, Fri.
- Last day to add/drop full semester courses or withdraw without extenuating circumstances.
- Last day to change a full-semester course to or from Pass/Not Pass.
- Last day to file a Designation of Repeated Course form for a full semester or second half-semester course that is not an automatic designated repeat.

Nov. 1, Wed.
- Graduate College: last day for graduate students to cancel graduation through AccessPlus without being assessed a nonrefundable graduation fee.
- Graduate College: Last day to submit the Request for Final Oral Exam form for Fall 2017 graduation.

Nov. 2, Thurs.
- First day of assigned Spring 2018 registration dates for students projected as sophomores. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday—Saturday.

Nov. 9, Thurs.
- First day of assigned Spring 2018 registration dates for students continuing as freshmen. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday—Saturday.

Nov. 15, Wed., 4 p.m.
- Last day of assigned registration start dates for Spring 2018 registration.

Nov. 17, Fri.
- Last day to add/drop a second half-semester course without extenuating circumstances.
- Last day to change a second half-semester course to or from Pass/Not Pass.
- Undergraduate graduation applications for Spring 2018 are due. Submit via AccessPlus (student tab, graduation, application).

Nov. 20-24, Mon.—Fri.
- Thanksgiving break, classes recessed.

Nov. 22, Wed.
- Graduate College: last day for final oral examinations. Open your account in ProQuest and enter the name of your thesis/dissertation.

Nov. 23-24, Thurs.—Fri.
- University holidays—offices closed.

Nov. 28, Tues.
- Graduate College: last day to submit signed Graduate Student Approval Form.

Nov. 30, Thurs.
- Graduate College: last day to upload electronic thesis/dissertation to ProQuest for Thesis Office review.

Dec. 7, Thurs.
- End of term textbook buyback and begins at University Bookstore.

Dec. 11-15, Mon.—Fri.
- Final examinations.

Dec. 15, Fri.
- Fall semester ends.
- Graduate College: Last day to have your POSC approved for Spring 2018 graduation.

Dec. 16, Sat.
- University Commencement: www. graduation.iastate.edu

Dec. 20, Wed., 2:15p.m.
- Final grades due on Bb Learn or AccessPlus.
- Last day for end of term rental book return without penalty to the University Bookstore. See www.isubookstore.com for details.

Dec. 21, Thurs.
- Grade reports available on AccessPlus

Dec. 25-26, Mon.-Tues.
- University holidays—offices closed.

Spring Semester 2018

Jan. 1, Mon.
- University holiday—offices closed, classes recessed.
- University bills with Spring 2018 tuition and fees charges available on AccessPlus.
Jan. 3, Wed.
• Schedule of Classes for Summer 2018 available for viewing on the Web at http://classes.iastate.edu/

Jan. 5, Fri.
• Last day to initiate registration in person without a late registration fee in the Registrar’s Student Scheduling Office, 10 Enrollment Services Center by 5 p.m. Registration may be initiated using AccessPlus until 11 p.m. Jan. 7, without a late registration fee.
• Last day to cancel registration by contacting the Office of the Registrar by 5 p.m. Registration may be cancelled via AccessPlus without tuition assessment until 11 p.m. Jan. 7.

• Last day to initiate registration for spring through AccessPlus without a late registration fee. Registration must be completed by 11 p.m.
• Last day to cancel registration on AccessPlus for spring to avoid tuition assessment. All courses must be dropped on AccessPlus by 11 p.m.

Jan. 8, Mon.
• Class work begins.
• Schedule changes processed through AccessPlus registration or in 10 Enrollment Services Center.

Jan. 12, Fri.
• Last day to process most schedule changes without a schedule change fee or to add/drop a course without signatures of instructor and adviser (full-semester courses and first half-semester courses). See the tuition adjustment schedule for financial deadlines. http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop full-semester or first half-semester courses without the drop appearing on the permanent record or counting toward the limit of dropped courses.
• Last day to process a schedule change for spring through AccessPlus registration.
• Last day to initiate registration through AccessPlus. A late registration fee applies.
• Last day to change a full semester course from audit to credit basis.

Jan. 13, Sat.
• Last day to return textbooks for refund to University Book Store. Exclusions apply. See www.isubookstore.com for details.

Jan. 15, Mon.
• University holiday—offices closed, classes recessed.

Jan. 20, Sat.
• Fee payment deadline for spring. First payment (minimum due) or payment in full on AccessPlus.

Jan. 22, Mon.
• Last day to receive a tuition and fee adjustment for full-semester courses when dropping below full-time status. No refunds for full-semester courses after day 10 of the semester.
• Last day to elect to audit a course for spring. The instructor of the course must approve an audit.

Jan. 26, Fri.
• Graduate College: Last day for graduate students to submit applications for graduation for Spring 2018 through AccessPlus without a late fee.

Feb. 9, Fri.
• Last day to drop a first half-semester course without extenuating circumstances.
• Last day to change a first half-semester course to or from Pass/Not Pass.

Feb. 13, Tues.
• Last day to change degree audit information for spring.

Feb. 17, Sat.
• Schedule of Classes for Fall 2018 available for viewing on the Web at http://classes.iastate.edu/

Feb. 20, Tues.
• Fee payment deadline, spring. Second payment (minimum due).
• Advising period for Summer and Fall 2018 registration begins.

March 1, Thurs.
• Textbook & Supply requisitions for summer 2018 and fall 2018 classes due to University Bookstore.
• Midterm grade reports due on Bb Learn or AccessPlus.
• First half-semester courses end.

Mar. 5, Mon.
• Second half-semester courses begin.

Mar. 9, Fri.
• Last day to process most schedule changes for a second half-semester course without a schedule change fee or to add/drop a second half-semester course without signatures of instructor and adviser. See the tuition adjustment schedule for financial deadlines. http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop a second half-semester course without the drop appearing on the permanent record or counting toward the limit of dropped courses.
• Undergraduate graduation applications for Summer 2018 are due. Submit via AccessPlus (student tab, graduation, application).

Mar. 12-16, Mon.-Fri.
• Spring break, classes recessed.

Mar. 19, Mon.
• Registration period for Summer 2018 and Fall 2018 begins.
• First day of assigned Summer 2018 and Fall 2018 registration dates for students in the College of Veterinary Medicine and students in the Graduate College. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday-Saturday, and most Sundays.
• Seniors graduating Summer 2018 should submit a Graduation Application after registering for final course work. Submit via AccessPlus (student tab, graduation, application).

Mar. 20, Tues.
• Fee payment deadline, spring. Final payment due on AccessPlus.
• First day of assigned Summer 2018 and Fall 2018 registration dates for students projected as seniors. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday-Saturday, and most Sundays.

Mar. 23, Fri.
• Last day to add/drop full-semester courses or withdraw without extenuating circumstances.
• Last day to change a full-semester course to or from Pass/Not Pass
• Last day to file a Designation of Repeated Course form for a full-semester or second half-semester course that is not an automatic designated repeat.
• Graduate College: Last day for graduate students to cancel graduation without being assessed a nonrefundable graduation fee.
• Graduate College: Last day to submit your Request for Final Oral Exam form for Spring Graduation.

Mar. 27, Tues.
• First day of assigned Summer 2018 and Fall 2018 registration dates for students projected as juniors. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday—Saturday, and most Sundays.

Apr. 3, Tues.
• First day of assigned Summer 2018 and Fall 2018 registration dates for students projected as sophomores. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday-Saturday, and most Sundays.

Apr. 10, Tues.
• First day of assigned Summer 2018 and Fall 2018 registration dates for students continuing as freshmen. Hours for AccessPlus registration are 7 a.m. to 11 p.m., Monday-Saturday, and most Sundays.

Apr. 13, Fri.
• Last day to add/drop a second half-semester course without extenuating circumstances.
• Last day to change a second half-semester course to or from Pass/Not Pass.
• Graduate College: last day for final oral examinations. Open an account in ProQuest and enter the title for your thesis/dissertation.

Apr. 17, Tues.
• Graduate College: last day to submit Graduate Student Approval Form.

Apr. 18, Wed.
• Last day of assigned registration start dates for Summer 2018 and Fall 2018 registration.

Apr. 19, Thurs.
• Graduate College: last day to submit final electronic thesis/dissertation to ProQuest for Thesis Office review.

Apr. 26, Thurs.
• End of term textbook buyback begins at University Bookstore.

Apr. 30, Mon.
• University bills with Summer 2018 tuition and fees charges available on AccessPlus.

Apr. 30-May 4, Mon.-Fri.
• Final examinations.

May 3, Thurs.
• Graduate College Commencement: www.graduation.iastate.edu.

May 4, Fri.
• Spring semester ends.
• Last day to have your POSC approved for Summer 2018 graduation.

May 5, Sat.
• Undergraduate Commencement: www.graduation.iastate.edu
• Veterinary Medicine Commencement: www.graduation.iastate.edu

May 9, Wed., 2:15 p.m.
• Final grades due on Bb Learn or AccessPlus.
• Last day for end of term rental book return without penalty to the University Bookstore. See www.isubookstore.com for details.

May 10, Thurs.
• Grade reports available on AccessPlus.

Summer Term 2018

May 13, Sun.
• Last day to cancel registration for summer to avoid tuition assessment.

May 14, Mon.
• Class work begins, Session I course

May 18, Fri.
• Last day to process adds or section changes for a Session I course through AccessPlus registration.

May 18, Fri.
• Last day to process most schedule changes without a schedule change fee; or to add/drop a Session I course without signatures of instructor and adviser. See the tuition adjustment schedule for financial deadlines. http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop a Session I course without the drop appearing on the permanent record or counting toward the limit of dropped courses.
• Last day to drop a Session I course through AccessPlus registration.
• Last day to change a Session I course from audit to credit basis.
• Last day to elect to audit a course for Summer Session I. The instructor of the course must approve an audit.

May 20, Sun.
• Fee payment deadline for summer semester. First payment (minimum due) or payment in full on AccessPlus.

May 25, Fri.
• Last day to elect to audit a course for a twelve-week, full summer course. The instructor of the course must approve an audit.

May 28, Mon.
• University holiday—offices closed, classes recessed.

May 29, Tues.
• Undergraduate applications for graduation for Summer 2018 and Fall 2018 are due. Submit via AccessPlus (student tab, graduation, application).

June 1, Fri.
• Graduate College: Last day for graduate students to submit applications for graduation for Summer 2018 through AccessPlus without a late fee.

June 11, Mon.
• Class work begins, Session II courses.

June 15, Fri.
• Last day to process adds or section changes for a Session II course through AccessPlus registration.
• Last day to process a schedule change without a schedule change fee or to drop a Session II course without signatures of instructor and adviser. See the tuition adjustment schedule for financial deadlines.http://www.registrar.iastate.edu/fees/tuition-adj
• Last day to drop a Session II course without the drop appearing on the permanent record or counting toward the limit of dropped courses.
• Last day to drop a Session II course through AccessPlus registration.
• Last day to elect to audit a course for Summer Session II. The instructor of the course must approve an audit.
• Last day to change a Session II course from audit to credit basis.

June 20, Wed.
• Fee payment deadline for summer. Second payment (minimum due) on AccessPlus.

June 22, Fri.
• Last day to add/drop a course or withdraw without extenuating circumstances (Session I courses).
• Last day to change a Session I course to or from Pass/Not Pass.
• Last day for graduate students to cancel graduation without being assessed a nonrefundable graduation fee.
• Graduate College: Last day to submit a Request for Final Oral Exam form for Summer 2018 graduation.

July 4, Wed.
• University holiday—offices closed, classes recessed.

July 6, Fri.
• Summer Session I ends.
• Submit summer session I (1st 8 weeks of semester) grades on AccessPlus and Blackboard Learn.
• Last day to drop a full-session, 12-week course without extenuating circumstances.

July 13, Fri.
• Graduate College: last day for final oral examinations. Open a ProQuest account and enter the title for your thesis/dissertation.
• Last day to add/drop a course or withdraw without extenuating circumstances (Session II courses).
• Last day to change a Session II course to or from Pass/Not Pass.
• Last day to file a Designation of Repeated Course form for a summer course that is not an automatic designated repeat.

July 17, Tues.
• Graduate College: last day to submit Graduate Student Approval Form.

July 20, Fri.
• Fee payment deadline for summer semester. Final payment due on AccessPlus.
• Graduate College: last day to submit electronic thesis/dissertation to ProQuest for Thesis Office review.

July 31, Tues.
• University bills with Fall 2018 tuition and fees charges available on AccessPlus.

Aug. 3, Fri.
• Summer Session II ends.
• Undergraduate applications for graduation for Fall 2018 are due. Submit via AccessPlus (student tab, graduation, application).
• Graduate College: Last day to have POSC approved for Fall 2018 graduation.

Aug. 7, Tues., 2:15 p.m.
• Final grades due on Bb Learn or AccessPlus.
• Summer Session II courses.

Aug. 8, Wed.
• Grade reports available on AccessPlus.