

Four-year Graduation Plan (Soar in 4!)

Students enter Iowa State University with diverse abilities, interests, and educational goals. The university has long been committed to helping students develop their potential, expand their interests, and reach their educational goals in a timely manner. Academic advisers help all students plan their degree programs, select courses, register for classes, and monitor their progress. The Four-year Graduation Plan has been developed as an additional way to help students monitor their academic progress and incorporate off-campus opportunities such as study abroad and internships.

Students who choose to participate in the Four-year Graduation Plan will work closely with their advisers to meet all the requirements for completing the degree in four years. Students who remain on track will be assured that the courses needed for graduation will be available. The academic majors are outlined on four-year planning templates available from the academic departments and at www.academicprograms.iastate.edu/initiative/soarin4.html.

A student in the Four-year Graduation Plan assumes responsibility for the term-by-term monitoring of progress toward the bachelor's degree in consultation with the academic adviser. Iowa State University offers more than 100 majors in six undergraduate colleges. All but two of these programs, architecture and landscape architecture, may be completed in four years. Iowa State's four-year programs require from 120.5 to 143.5 credits for a bachelor's degree; therefore, the Four-Year Graduation Plan student must average between 15 and 18 credits per semester. Iowa State University assumes responsibility for providing the academic advising services and degree-audit mechanisms to assist students in accurately monitoring progress toward graduation. Iowa State is also responsible for providing class space in the courses required for the student's respective major in order to complete the bachelor's degree within eight consecutive semesters.



Many students elect to take advantage of research and employment opportunities, certificate or minor programs, or to pursue specialized plans of study tailored to unique career goals. These additional opportunities may require more than eight semesters to complete. Other students extend their studies at Iowa State due to family commitments or financial or personal circumstances. Some students may need to extend their studies to strengthen their academic background for their chosen major. Situations and plans may also change as a student progresses toward graduation. Students who sign the Four-year Graduation Plan and then determine that they need more time to graduate can do just that.

Students who decide that the Four-year Graduation Plan does not meet their academic and/or personal goals are encouraged to develop, in consultation with their academic advisers, a plan and timetable for completing the courses in their majors that will allow them to achieve their individual academic, career, professional, and personal aspirations within a reasonable period of time.



IOWA STATE UNIVERSITY

Four-year Graduation Plan

By signing below, I agree to participate in the Iowa State University Four-year Graduation Plan. The university makes a commitment that graduation in four years will not be delayed by the unavailability of courses.

To remain eligible for the benefits of the plan, I will satisfy the following conditions:

1. Begin at the university as an entering freshman or be on track to graduate within four year of entering college.
2. Choose a major that qualifies for the Four-year Plan and for which I have the appropriate academic background.
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 my degree program each year. I may choose to include summer session(s).
4. Meet with my academic adviser prior to my assigned registration time each semester and discuss my progress toward graduation as well as my options for additional experiences such as study abroad, service learning, and internships.
5. Enroll in available courses needed for my degree program, with the understanding that specific courses may not be available at the time or the semester in which I would prefer to take them.
6. Enroll in additional minors or programs or change majors if, at the time I change, the additional requirements can be met within the original four-year period.
7. Accept responsibility for monitoring my progress and acting on advice given by my adviser so that I stay on track toward my graduation in four years.
8. Register for each semester within 24 hours of my assigned registration start time.
9. Accept responsibility for timely annual application for financial assistance.
10. Notify my adviser during the registration period prior to the term when the course(s) is/are needed, that graduation may be delayed due to unavailability.

As part of the program, Iowa State University will:

1. Provide a knowledgeable academic adviser at your initial registration and before registration each subsequent semester to review course selections from the recommended four-year plan provided by the academic department.
2. Assure the availability of courses to enable you to complete the Four-year Graduation Plan.

If you meet all the conditions of the Four-year Graduation Plan but are unable to graduate due to the unavailability of a course, your department and college will first try to substitute an equivalent course or an independent study assignment, or to waive the requirement to be met by the unavailable course. If the Provost determines that none of these adjustments is academically acceptable, Iowa State University will pay the tuition for you to take the course required for you to complete your degree program within the next year at Iowa State. If your department is unable to make the necessary course adjustments, you must submit a written request for accommodation to the Provost prior to the end of classes in the fall or spring semester preceding the semester in which the course is needed.

I have discussed this agreement with the adviser named below:

Student Name (Please Print)

Student's Signature

University ID

Major

College

Entry Date

I have reviewed the student's curricular plan and, at this time, he/she is on track to graduate within eight semesters of date of entry.

Adviser Name (Please Print)

Adviser's Signature

Date

Signed for Iowa State University:

College

Date

Provost

Date

Academic checkpoints

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 who 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.

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 many credits does it take to be a sophomore?

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:

Class	Total Credits
Freshman	0 - 29
Sophomore	30 - 59
Junior	60 - 89
Senior	90 or more

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 www.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 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 adviser before registering for departmental tests and/or CLEP. More information is available at www.admissions.iastate.edu/cbe and www.iastate.edu/~stdtcouns/TestServicesMain2.html (select Test-Outs).

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 <http://transit.iastate.edu> to start exploring TRANSIT.



What if I want to continue studying a foreign language?

If you want to continue studying a language in college you should take a placement assessment. This assessment helps determine at what level you should begin taking language courses at Iowa State.

- French, German, Russian, and Spanish: The assessments are available online at www.language.iastate.edu. Each assessment will take about 20 minutes to complete.
- Chinese: Chinese tests are administered by prior appointment only. Please contact the department at 515 294-4046 for more information.

Please print a copy of your assessment results and bring it to the academic adviser in the Department of World Languages and Cultures, 3220 Pearson Hall.

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. Prior to the start of classes, contact the Office of Admissions by phone, 515 294-5836 or e-mail, 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 by placing them in open option.

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.



More than one-third of Fortune 500 companies have Iowa State alumni in leadership positions.

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 employment forecasts.

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 associate director of the Teacher Education Program, 133 MacKay Hall. Phone number: 515 296-UTEP (8837). E-mail: utep@iastate.edu.

How might studying and homework be different than back when I was in high school?

Students often say "I never learned how to study in high school!" If this is you, remember there is a difference between homework and studying. Homework is simply completing assigned questions or problems. Studying is all the things that you do to help you learn and understand the course material, such as reading before and after class, recopying notes, regularly reviewing material, and using study groups. Many instructors expect students to study at least two hours outside of class for every hour in class.

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 consultant at the Academic Success Center to discuss any academic challenges you are experiencing. Also check the off the beaten path/resources and services section of this notebook for information about tutoring, supplemental instruction, and help rooms.

How might the Web or technology be used in my classes?

The use of the Web in classes ranges from course Web sites with lecture notes posted, to online assignments, to completely Web-based classes. Many instructors utilize WebCT as a way for students to receive course information and communicate with classmates and instructors. If you have online assignments, schedule regular times to do these assignments just as if you were scheduled for a class time.

What if I have a disability?

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

What happens if my grades are poor?

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 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 www.iastate.edu/~catalog/policyfaq.html for further information on the Academic Standards Policy.

Academic landmarks

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 2009-2011 Iowa State University Catalog (www.iastate.edu/~catalog).

How do I track my academic progress?

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 e-mail (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 www.iastate.edu/~catalog/info-release.html.

What type of academic recognition can I earn?

Each spring semester, students who achieve high academic achievement are recognized at the Scholars and Leaders Recognition Ceremony. This scholarship award recognizes the upper two percent of students by class in each of the six colleges of the university.

Planning your adventure

How do I register for future semesters?

You will plan your next semester schedule in consultation with an academic adviser and process your registration through the Web. 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—RAN is the acronym for Registration Access Number and 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. Some colleges may not require this number. 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 a projected year in school. Graduate students and seniors register first, 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 (<http://classes.iastate.edu>).

How many credits are required for full-time status?

Full-time status 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. Always contact the Office of the Registrar, 214 Enrollment Services Center, to verify your status for a summer session.

How many credits can I register to take?

Undergraduate students have a credit limit of 18. The 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 e-mail prior to the start of registration if you have any registration holds.

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 <http://classes.iastate.edu>.

Will AccessPlus registration let me schedule a time conflict?

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 waiting list is generated when all sections of a course have filled and students continue to request the course. The waiting list records your name and the day and time of the unmet request. Being on the waiting 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, and
- 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 www.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.
- Course drops will not use your limited number of course drops.
- Course drops 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.

Weekly planner

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00-7:00 a.m.							
7:00-8:00							
8:00-9:00							
9:00-10:00							
10:00-11:00							
11:00-noon							
Noon-1 p.m.							
1:00-2:00							
2:00-3:00							
3:00-4:00							
4:00-5:00							
5:00-6:00							
6:00-7:00							
7:00-8:00							
8:00-9:00							
9:00-10:00							
10:00-11:00							
11:00-midnight							

Monthly planner for 2009-2010

June 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Classes begin (summer session II)	16	17	18	19 Last day to drop a session II course	20 Second fee payment due (summer)
21	22	23	24	25	26	27
28	29	30				

Update your ISU Alert information on AccessPlus to ensure it's accurate and includes the phone numbers and e-mail address that are most likely to find you in an emergency.



July 2009

Log on to the Student Organization Database (www.sodb.stuorg.iastate.edu) to explore which student organizations you'd like to join at Iowa State!

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 University Holiday	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 Final payment due (summer)	21	22	23	24	25
26	27	28	29	30	31	

August 2009

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 Summer Session II ends	8 Commencement
9	10	11	12	13	14	15
16	17	18 Residence hall move-in begins	19 Residence hall move-in continues	20 Destination Iowa State Fee payment deadline for fall	21 Destination Iowa State	22 Destination Iowa State
23	24 Classwork begins	25	26 WelcomeFest, Durham Great Hall, Memorial Union	27	28	29
30	31					

September 2009

During the first month of classes, students are trying to establish a routine and figure out what to do with their new-found independence. Let your student know you are thinking of them by sending a Cy's Surprise Care Package.

Go to www.dining.iastate.edu/care_baskets for more information.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Last day to return text-books for a refund at UBS	5
6	7 University Holiday	8	9 ClubFest Durham Great Hall, Memorial Union	10	11	12
13	14	15	16	17	18	19
20 Second fee payment due	21	22	23	24	25 Last day to drop a first-half course	26 Cyclone Family Weekend
27 Cyclone Family Weekend	28	29	30			

October 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12 Midterm week	13	14	15	16 First-half courses end	17
18	19 Second-half courses begin	20 Final fee payment due	21 Registration begins for Spring 2010	22	23	24
25	26	27	28	29	30 Last day to drop a full-semester course	31

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 www.dso.iastate.edu/asc.

November 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 Last day to drop a second-half course	21
22	23 Thanksgiving Break (no classes this week)	24	25	26 University Holiday	27 University Holiday	28
29	30					

Start making plans for fall, winter, and spring breaks! If you live in Chicago or Minnesota look into the New Student Programs chartered bus trip. More information can be found at www.admissions.iastate.edu/orientation/bus_trip.

December 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Dead week	8	9	10	11	12
13	14 Finals week	15	16	17	18 Fall semester ends	19 Commencement
20	21	22	23 Grade reports available on AccessPlus	24 University Holiday	25 University Holiday	26
27	28	29	30	31		

Help guide the adventure by signing up to be a team leader for Destination Iowa State! Go to www.admissions.iastate.edu/destination/leader for more information.

Visit Iowa State's Student Job Board at <http://accessplus.iastate.edu> to learn about both on- and off-campus employment opportunities.

January 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 University Holiday	2
3	4	5	6 Schedule of Classes for Summer 2010 available	7	8	9
10	11 Classes begin	12	13	14	15	16
17	18 University Holiday	19	20 First fee payment due	21	22 Last day to return textbooks for a refund at UBS	23
24	25	26	27	28	29	30
31						

If you can't shake the winter blues, visit Student Counseling Services (www.iastate.edu/~stdtcouns/) to discuss your feelings with trained professionals.

February 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12 Last day to drop a first-half course	13
14	15	16	17	18	19	20 Second fee payment due Schedule of Classes for Fall 2010 available
21	22	23	24	25	26	27
28						

With only a few weeks before spring break, check out the services offered through Recreation Services. A list of facilities, group fitness classes, and intramurals can be found at www.recservices.iastate.edu.

March 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Midterm week	2	3	4	5 First-half courses end	6
7	8 Second-half courses begin	9	10	11	12	13
14	15 Spring break (no classes this week)	16	17	18	19	20 Final fee payment due
21	22 Registration begins for Summer and Fall 2010	23	24	25	26 Last day to drop a full-semester course	27
28	29	30	31			

April 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16 Last day to drop a second-half course	17
18	19	20	21	22	23	24
25	26 Dead week	27	28	29	30	

There's still time to sign up for summer classes. Speak with your academic adviser or check out <http://classes.iastate.edu> for the latest course offerings.

May 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Finals week	4	5	6	7 Spring semester ends	8 Commencement
9	10	11	12	13 Grade reports available on AccessPlus	14	15
16	17 Classes begin (summer session I)	18	19	20 First fee payment due (summer)	21 Last day to drop a Session I course	22
23	24	25	26	27	28	29
30	31 University Holiday					

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 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Classes begin (summer session II)	15	16	17	18	19
20 Second payment due (summer)	21	22	23	24	25	26
27	28	29	30			

Explore the possibility of completing an internship next summer by visiting with your academic adviser, or map out your study abroad adventure with the help of the Study Abroad Center (www.studyabroad.iastate.edu).

July 2010

Plan a trip or reunion with some of your friends from Iowa State that you haven't seen all summer long.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 University Holiday	6	7	8	9 Summer session I ends	10
11	12	13	14	15	16	17
18	19 Last day to drop a session II course	20 Final payment due (summer)	21	22	23	24
25	26	27	28	29	30	31

August 2010

Visit the University Book Store in the Memorial Union and snag some new Iowa State clothing for the upcoming school year! Go to www.isubookstore.com to get a sneak peak!

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Summer Session II ends	7 Commencement
8	9	10	11 Grade reports available on AccessPlus	12	13	14
15	16	17	18	19 Residence hall move-in begins	20 Residence hall move-in continues	21
22	23 Classes begin	24	25	26	27	28
29	30	31				

University Calendar 2009-2010

(Dates subject to change. Please refer to www.iastate.edu/~registrar/calendar)

Summer Term 2009

June 15, Mon.

- Class work begins, Session II courses.

June 17, Wed.

- Last day to process adds or section changes for a Session II course through AccessPlus.
- Last day to add a Session II course without instructor's signature.

June 19, Fri.

- Last day to process a schedule change without a fee or to drop a Session II course without signatures of instructor and adviser.
- Last day to add 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.
- Last day to change a Session II course from Pass/Not Pass to grade without it counting toward the total allowable P/NP credits.
- 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, Sat.

- Fee payment deadline for summer. Second payment (minimum due).

July 3, Fri.

- University holiday—offices closed, classes recessed.

July 17, Fri.

- 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. Courses changed to graded basis after June 19 count toward the total allowable P/NP credits.
- Last day to file a Designation of Repeated Course form for a summer course that is not an automatic designated repeat.

July 20, Mon.

- Fee payment deadline for summer. Final payment due.

Aug. 7, Fri.

- Summer Session II ends.

Aug. 12, Wed.

- Grade reports available on AccessPlus

Fall Semester 2009

Aug. 1, Sat.

- University bills with Fall 2009 tuition and fees charges available on AccessPlus.

Aug. 20, Thurs.

- Fee payment deadline for fall. First payment (minimum due) or payment in full.

Aug. 21, 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 5:00 p.m. Registration may be initiated using AccessPlus until 10:00 p.m. Aug. 23 without a late registration fee.
- Last day to cancel registration by contacting the Office of the Registrar by 5:00 p.m. Registration may be cancelled via AccessPlus without tuition assessment until 10:00 p.m. Aug. 23.

Aug. 23, Sun.

- Last day to initiate registration through AccessPlus without a late registration fee. Registration must be completed by 10:00 p.m.
- Last day to cancel registration on AccessPlus for fall to avoid tuition assessment. All courses must be dropped on AccessPlus by 10:00 p.m.

Aug. 24, Mon.

- Class work begins.
- Schedule changes processed through AccessPlus or in 10 Enrollment Services Center.

Aug. 28, Fri.

- Last day to process most schedule changes without a fee or to add/drop a course without signatures of instructor and adviser (full-semester courses and first-half-semester courses).
- Last day to initiate registration through AccessPlus. A late registration fee applies.
- 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.
- Last day to change a course from audit to credit basis.

Sept. 4, Fri.

- Last day to return textbooks for a refund at University Book Store. Exclusions apply.
- 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 change a full-semester or first-half-semester course from Pass/Not Pass to grade basis without it counting toward total allowable P/NP credits.
- Last day to elect to audit a course for fall. The instructor of the course must approve an audit.

Sept. 7, Mon.

- University holiday—offices closed, classes recessed.

Sept. 20, Sun.

- Fee payment deadline for fall semester. Second payment (minimum due).

Sept. 23, Wed.

- Last day to change degree audit information for fall semester.

Sept. 25, 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. Courses changed to graded basis after Sept. 4 count toward total allowable P/NP credits.
- Last day to file a Designation of Repeated Course form for a first-half-semester course that is not an automatic designated repeat.

Oct. 3, Sat.

- Schedule of Classes for Spring 2010 available at <http://classes.iastate.edu>.

Oct. 16, Fri.

- Midterm grade reports due from all departments on WebCT and AccessPlus.
- First-half-semester courses end.

Oct. 19, Mon.

- Advising period for Spring 2010 registration begins.
- Second-half-semester courses begin.

Oct. 20, Tues.

- Fee payment deadline for fall. Final payment due.

Oct. 21, Wed.

- Registration period for Spring 2010 begins. Hours for AccessPlus are 7:00 a.m. to 10:00 p.m. Monday–Saturday.

Oct. 23, Fri.

- Last day to process most schedule changes in a second-half-semester course without a fee or to add/drop a second-half-semester course without the signatures of instructor and adviser.
- 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.
- Last day to change a second-half-semester course from Pass/Not Pass to grade basis without it counting toward total allowable P/NP credits.

Oct. 30, 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. Full-semester courses changed to graded basis after Sept. 25 count toward total allowable P/NP credits.
- 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. 18, Wed.

- Last day of assigned registration start dates for Spring 2010 registration.

Nov. 20, 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. Second-half-semester courses changed to graded basis after Oct. 23 count toward total allowable P/NP credits.

Nov. 23-27, Mon.-Fri.

- Thanksgiving break, classes recessed.

Nov. 26-27, Thurs.-Fri.

- University holidays—offices closed.

Dec. 14-18, Mon.-Fri.

- Final examinations.

Dec. 18, Fri.

- Fall semester ends.

Dec. 23, Wed.

- Grade Reports available on AccessPlus.

Dec. 24-25, Thurs.-Fri.

- University holidays—offices closed.

Spring Semester 2010

Jan. 1, Fri.

- University holiday—offices closed
- University bills with Spring 2010 tuition and fees charges available on AccessPlus.

Jan. 6, Wed.

- Schedule of Classes for Summer 2010 available at <http://classes.iastate.edu>.

Jan. 8, 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 5:00 p.m. Registration may be initiated using AccessPlus until 10:00 p.m. Jan. 10, without a late registration fee.
- Last day to cancel registration by contacting the Office of the Registrar by 5:00 p.m. Registration may be cancelled via AccessPlus without tuition assessment until 10:00 p.m. Jan. 10.

Jan. 10, Sun.

- Last day to initiate registration for spring through AccessPlus without a late registration fee. Registration must be completed by 10:00 p.m.
- Last day to cancel registration on AccessPlus for spring to avoid tuition assessment. All courses must be dropped on AccessPlus by 10:00 p.m.

Jan. 11, Mon.

- Class work begins.
- Schedule changes processed through AccessPlus, or in Room 10 Enrollment Services Center.

Jan. 15, Fri.

- Last day to process a schedule change without a fee or to add/drop a course without signatures of instructor and adviser (full-semester courses and first-half-semester courses).
- Last day to drop a 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.
- Last day to change a course from audit to credit basis.
- Last day to initiate registration through AccessPlus. A late registration fee applies.

Jan. 18, Mon.

- University holiday—offices closed, classes recessed.

Jan. 20, Wed.

- Fee payment deadline for spring. First payment (minimum due) or payment in full.

Jan. 22, Fri.

- Last day to return textbooks for a refund at University Book Store. Exclusions apply.

Jan. 25, Mon.

- Last day to change a full-semester or first-half-semester course from Pass/Not Pass to grade basis without it counting toward total allowable P/NP credits.

Feb. 12, 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. Courses changed to graded basis after Jan. 25 count toward total allowable P/NP credits.
- Last day to file a Designation of Repeated Course form for a first-half-semester course that is not an automatic designated repeat.

Feb. 16, Tues.

- Last day to change degree audit information for spring.

Feb. 20, Sat.

- Fee payment deadline, spring semester. Second payment (minimum due).
- Schedule of Classes for Fall 2010 available at <http://classes.iastate.edu>.

March 5, Fri.

- First-half-semester courses end.
- Midterm grade reports due from all departments on WebCT and AccessPlus.

March 8, Mon.

- Second-half-semester courses begin.
- Advising period for Summer and Fall 2010 registration begins.

March 12, Fri.

- Last day to process most schedule changes in a second-half-semester course without a fee or to add/drop a second-half-semester course without the signatures of instructor and adviser.
- 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.
- Last day to change a second-half-semester course from Pass/Not Pass to grade basis without it counting toward total allowable P/NP credits.

March 15-19, Mon.-Fri.

- Spring break, classes recessed.

March 20, Sat.

- Fee payment deadline, spring semester.
- Final payment due.

March 22, Mon.

- Registration period for Summer and Fall 2010 begins. Hours for AccessPlus registration are 7:00 a.m. to 10:00 p.m., Monday–Saturday.

March 26, Fri.

- Last day to change a full-semester course to or from Pass/Not Pass. Courses changed to graded basis after Jan. 25 count toward total allowable P/NP credits.
- Last day to add/drop full-semester courses or withdraw without extenuating circumstances.
- 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.

April 16, 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. Courses changed to graded basis after March 12 count toward total allowable P/NP credits.

April 21, Wed.

- Last day of assigned registration start dates for Summer and Fall 2010 registration.

April 29-May 8, Thurs.-Sat.

- End of term textbook buyback begins at University Book Store.

May 1, Sat.

- University bills with Summer 2010 tuition and fees charges available on AccessPlus.

May 3-7, Mon.-Fri.

- Final examinations.

May 7, Fri.

- Spring semester ends.

May 13, Thurs.

- Grade reports available on AccessPlus.

Summer Term 2010

May 16, Sun.

- Last day to cancel registration for summer to avoid tuition assessment.

May 17, Mon.

- Class work begins, Session I courses.

May 19, Wed.

- Last day to add a Session I course without instructor's signature.
- Last day to process adds or section changes for a Session I course through AccessPlus.

May 20, Thurs.

- Fee payment deadline for summer semester. First payment (minimum due) or payment in full.

May 21, Fri.

- Last day to process most schedule changes without a fee; or to drop a Session I course without signatures of instructor and adviser.
- 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.
- Last day to change a Session I course from Pass/Not Pass to grade without it counting toward total allowable P/NP credits.
- 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 31, Mon.

- University holiday—offices closed, classes recessed.

June 14, Mon.

- Class work begins, Session II courses.

June 16, Wed.

- Last day to add a Session II course without instructor's signature.
- Last day to process adds or section changes for a Session II course through AccessPlus.

June 18, Fri.

- Last day to process a schedule change without a fee or to drop a Session II course without signatures of instructor and adviser.
- 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.
- Last day to change a Session II course from Pass/Not Pass to grade without it counting toward the total allowable P/NP credits.
- 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, Sun.

- Fee payment deadline for summer. Second payment (minimum due).

June 21, Mon.

- 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. Courses changed to graded basis after May 21 count toward the total allowable P/NP credits.

July 5, Mon.

- University holiday—offices closed, classes recessed.

July 9, Fri.

- Summer Session I ends.

July 19, Mon.

- 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. Courses changed to graded basis after June 18 count toward the total allowable P/NP credits.
- Last day to file a Designation of Repeated Course form for a summer course that is not an automatic designated repeat.

July 20, Tues.

- Fee payment deadline for summer semester. Final payment due.

Aug. 1, Sun.

- University bills with Fall 2010 tuition and fees can be viewed on AccessPlus.

Aug. 6, Fri.

- Summer Session II ends.

Aug. 11, Wed.

- Grade reports available on AccessPlus.