Calendar of Instruction

Alemany Campus
750 Eddy Street, San Francisco, CA 94109
Noncredit / Day & Evening Classes
(415) 561-1875
CALENDAR OF INSTRUCTION

ALL CREDIT CLASSES

FALL SEMESTER 2002

RESIDENCY DETERMINATION DATE FOR FALL SEMESTER 2002: To be eligible as a California resident for the Fall 2002 school term, a student must have resided in California continuously, with the intent of making California their permanent residence since August 18, 2001.

August 19
- Instruction begins — First regularly scheduled sessions of day and evening classes.
- First day to add and drop credit classes and to change sections.

August 24
- First regularly scheduled session for Saturday classes.

August 25
- First regularly scheduled session for Sunday classes.

August 31

September 1

September 2
- Holiday, Labor Day Weekend. No Monday classes.

September 3
- Last day to officially drop or reduce course work unit(s) in order to qualify to obtain an enrollment fee refund. NO ENROLLMENT FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNIT(S) DROPPED AFTER THIS DEADLINE (See Enrollment Fee Refund Policy).
- Last day to officially drop or reduce course work units(s) in order to qualify to obtain a 100% (full) nonresident and foreign student tuition fee refund. NO 100% (FULL) NONRESIDENT OR FOREIGN STUDENT TUITION FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNITS DROPPED AFTER THIS DEADLINE DATE.

September 7
- Last day to add credit classes and change sections.

September 8
- Last day to add credit classes and change sections Web Stars only.

September 13
- Last day to drop credit classes. No notation will appear on the student’s permanent academic record. If a student drops class(es) after this date, a ‘W’ will appear on the student’s permanent academic record. NO DROPS WILL BE APPROVED AFTER THIS DEADLINE. Note: For short-term classes please review the schedule of classes for appropriate deadline dates.

September 13
- Last day to officially drop or reduce course work unit(s) in order to qualify for a 50% pro-rated nonresident and foreign student tuition fee refund. NO 50% PRO-RATED NONRESIDENT AND FOREIGN STUDENT TUITION FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNIT(S) WITHDRAWN AFTER THIS DEADLINE DATE.

September 13
- Last day to remove an Incomplete received in the previous semester.
- Last day to petition for the Associate in Arts or Associate in Science Degree.
- Last day to petition for an Award of Achievement or Certificate of Completion.

September 23
- Last day to request a credit/no credit (CR/NC) grading option where this option is available. Please refer to the appropriate sections in this catalog for the courses in which this option is made available.

October 14
- Holiday, Faculty Day Holiday.

October 18
- End of midterm period.

November 11
- Holiday, Veterans Day observance.

November 15
- Last day to file for a Leave of Absence.
- Last day for student-initiated or instructor-initiated withdrawal from classes.

NO WITHDRAWALS FROM CLASSES AFTER THIS DATE. INSTRUCTORS MUST ASSIGN A GRADE OR AN INCOMPLETE AFTER THIS DATE.

November 27
- Day classes only; no classes beginning after 3:59 p.m. All classes end by 5:15 p.m.

November 28-December 1
- Thanksgiving vacation.

December 13
- Day classes — first day of final examinations.

December 15
- Sunday classes — last session and final examinations for Sunday (SU) classes.

December 16
- Evening classes — last session and final examinations for Monday (M) classes.

December 17
- Evening classes — last session and final examinations for Tuesday (T) classes.

December 18
- Evening classes — last session and final examinations for Wednesday (W), Monday/Wednesday (MW) classes.

December 19
- Evening classes — last session and final examinations for Thursday (R), Tuesday/Thursday (TR) classes.

December 20
- Day classes — last day of final examinations.

December 21
- Saturday classes — last session and final examinations for Saturday (S) classes.

December 22 - January 13
- Mid-year recess.
SPRING SEMESTER 2003

RESIDENCY DETERMINATION DATE FOR SPRING SEMESTER 2003: To be eligible as a California resident for the Spring 2003 school term, a student must have resided in California continuously, with the intent of making California their permanent residence since January 13, 2002.

January 14
◆ Instruction begins — First regularly scheduled sessions of day and evening classes.
◆ First day to add and drop credit classes and to change sections.

January 18
◆ First regularly scheduled session for Saturday classes.

January 19
◆ First regularly scheduled session for Sunday classes.

January 20
◆ Holiday, Martin Luther King, Jr. Birthday observance.

January 27
◆ Last day to officially drop or reduce course work unit(s) in order to obtain an enrollment fee refund. NO ENROLLMENT FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNIT(S) DROPPED AFTER THIS DEADLINE (See Enrollment Fee Refund Policy).
◆ Last day to officially drop or reduce course work units in order to qualify to obtain a 100% (full) nonresident and foreign student tuition fee refund. NO 100% (FULL) NONRESIDENT OR FOREIGN STUDENT TUITION FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNIT(S) DROPPED AFTER THIS DEADLINE DATE.

February 1
◆ Last day to add credit classes and change sections.

February 2
◆ Last day to add credit classes and change sections Web Stars only.

February 7
◆ Last day to drop credit classes. No notation will appear on the student’s permanent academic record. If a student drops class(es) after this date, a ‘W’ will appear on the student’s permanent academic record. NO DROPS WILL BE APPROVED AFTER THIS DEADLINE. Note: For short-term classes please review the schedule of classes for appropriate deadline dates.

February 7
◆ Last day to officially drop or reduce course work unit(s) in order to qualify for a 50% pro-rated nonresident and foreign student tuition fee refund. NO 50% PRO-RATED NONRESIDENT AND FOREIGN STUDENT TUITION FEE REFUNDS WILL BE APPROVED FOR COURSE WORK UNIT(S) WITHDRAWN AFTER THIS DEADLINE DATE.

February 7
◆ Last day to remove an Incomplete received in the previous semester.
◆ Last day to petition for the Associate in Arts or Associate in Science Degree.
◆ Last day to petition for an Award of Achievement or Certificate of Completion.

February 14
◆ Holiday, Lincoln’s Birthday observance.

February 15
◆ Holiday, Presidents’ Birthday weekend. No Saturday classes.

February 16
◆ Holiday, Presidents’ Birthday weekend. No Sunday classes.

February 17
◆ Holiday, Washington’s Birthday observance.

February 18
◆ Last day to request a credit/no credit (CR/NC) grading option where this option is available. Please refer to the appropriate sections in this catalog for the courses in which this option is made available.

February 28
◆ Last day to request GPA verification for Cal Grants in order to meet the March 2, 2002 deadline date established by the California Student Aid Commission.

March 14
◆ End of midterm period.

April 11
◆ Last day to file for a Leave of Absence.
◆ Last day for student-initiated or instructor-initiated withdrawal from classes. NO WITHDRAWALS FROM CLASSES AFTER THIS DATE. INSTRUCTORS MUST ASSIGN A GRADE OR AN INCOMPLETE AFTER THIS DATE.

April 14 - 20
◆ Spring vacation

May 16
◆ Day classes — first day of final examinations.

May 17
◆ Saturday classes — last session and final examinations for Saturday (S) classes.

May 18
◆ Sunday classes — last session and final examinations for Sunday (SU) classes.

May 19
◆ Evening classes — last session and final examinations for Monday (M) classes.

May 20
◆ Evening classes — last session and final examinations for Tuesday (T) classes.

May 21
◆ Evening classes — last session and final examinations for Wednesday (W), Monday/Wednesday (MW) classes.

May 22
◆ Evening classes — last session and final examinations for Thursday (R), Tuesday/Thursday (TR) classes.

May 23
◆ Day classes — last day of final examinations.