

University of Houston-Clear Lake
2022-2023 Academic Affairs Administration Calendar

April 2022

Deans Provide Provost Office With the Following Information: (1) Associate Professors Going Up for Promotion to Professor, (2) Assistant Professors Going Up for Promotion and Tenure to Associate Professor [Note: Assistant Professors going up early must request Provost approval; refer to Promotion and Tenure (P&T) Policy in the Faculty Handbook] and (3) Associate Professors or Professors Going Up for Tenure. Deans Should Confirm Eligibility of all Requests Being Forwarded.	April 1
Initial Appointment for Format Check of Dissertations, Theses and Projects at Library	April 4
Provost Sends Update of Faculty to Complete Third- and Sixth-Year Reviews to Deans Along with the Promotion and Tenure Calendar for the Upcoming Academic Year	April 4
Dean's Notification of Reappointment or Non-Reappointment to Non-Tenure Track Faculty	April 4
Provost Office Approves the Final List of Candidates Going Up for P&T in 2022-23. (Candidates requesting the addition of a Faculty member from across campus submit request to Dean in writing.)	April 4
Faculty Research and Support Fund Proposals Due to Sponsored Programs, via email by 5 p.m. Follow format at https://www.uhcl.edu/about/administrative-offices/sponsored-programs/faculty-research-support-funds	April 4
Faculty Development and Support Fund Proposals Due to the COB Dean	April 4
Early Registration Including May Mini-Session – and Fall Early Registration and Advising	April 4-14
Deans' Written Notification to Faculty Who Will Undergo Third-Year Review	April 11
Provost Request to Deans for List of Reappointments and Non-Reappointments of Non-Tenure Track Faculty – Due May 3, 2022	April 11
Last Day to Drop/Withdraw – Regular Session	April 13
Fall Open Registration and Advising Ends at 5 p.m.	April 15–August 19
Faculty Development and Support Fund Proposals Due to the CSE Dean	April 15
Deadline for Submission of Course Changes to UHCL Core Curriculum Committee	April 15
Submission of Theses/Projects to Dean	April 15
May Mini-Session Open Registration Ends at 5 p.m.	April 15–May 16

Final Application Deadline for International Students from Institutions Outside the US for Summer (If the program's application deadline is earlier, students should apply by the program's application deadline.)	April 20
President's P&T Decision Letter Forwarded to the University of Houston System for Board of Regents' Approval. (Date is subject to change.)	April 20
Each College Provides Provost's Office a List of Peer Review Committees (Members and Chairs) and Department Reviewers for Each Candidate. Dean's Decision and Justification Provided to Candidate in Writing. Candidate Notified in Writing of Final Committee Membership	April 25
Last Day to Drop/Withdraw – Second 8-Week Session	April 26
CBM003 Annual Course Inventory Due to Registrar	April 29
Initial Electronic Submission (Vireo) of Dissertations, Theses and Projects to Library	April 29
May 2022	
Summer I and II Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate/Graduate Students. (Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late registration.)	May 2
Final Application Deadline for New Freshman – All Summer Sessions	May 2
Final Application Deadline for New Graduate Students. (Some programs may have earlier deadlines. See Application Deadlines on the program's website for Summer.)	May 2
100% Online Courses May Schedule Final Exams.	May 2-11
Faculty Development and Support Fund Proposals Due to the COB Dean	May 2
Deadline for Final Approval of Dissertations, Theses and Projects by Dean	May 2
Deans' Notification to Provost of Status of Non-Tenure-Track Faculty	May 2
Notification of Non-Reappointment of Faculty from Deans to Third-, Fourth- and Fifth-Year Faculty Whose Appointments Will Expire at the End of May 2023	May 2
Last Class Day of Spring – Regular Session	May 2
Final Exams Spring – Regular Session	May 3-9
Official Letter of Reappointment Sent from Provost to Non-Tenure-Track Faculty	May 9
Deadline for Final Electronic Submission (Vireo) of Dissertations, Theses and Projects to Library	May 13
Final Application deadline for Summer I. (Freshmen applying after the online application closes must submit all requirements and a paper application to the Office of Admissions.)	May 14

Last Class Day/Final Exam – Second 8-Week Session	May 14
Official Closing of Spring Semester and Degree Conferral Date	May 16
First Class Day May Mini-Session	May 16
Candidates Receive Access to the 2022–23 P&T Workflow. Candidates for P&T Submit a List of at Least Five (5) External Reviewers to Department Chair.	May 16
May Mini-Session Fee Payment Deadline by Noon	May 17
Census Date for May Mini-Session	May 17
Grades Due by 5 p.m. – Regular and Second 8-Week Session	May 20
Faculty Development and Support Fund Proposals Due to the HSH Dean	May 23
New International Student Orientation (NISO) - Summer Session	May 25
Summer I Final Application Deadline for Undergraduate Transfer, All Returning, and Non-Degree-Seeking Undergraduate or Graduate Students	May 26
Memorial Day Holiday	May 30
Summer I Financial Aid Disbursements Begin	May 31
Last Day to Drop/Withdraw (May Mini-Session)	May 31
June 2022	
Final Application Deadline for International Students	June 1
Faculty Development and Support Fund Proposals Due to Dean of COB	June 3
Deadline for New Online Course requests for Spring 2023 (including Winter Mini Semester 2023). Delivery to Be Submitted via Email to the Support Center (Only limited delegation requests for Spring 2023 will be accepted after this date).	June 3
Summer Open Registration and Advising ends by 5 p.m.	June 3
Last Class Day of Class and Final Exam - May Mini-Session	June 3
End of Summer Open Registration and Fee Payment Deadline	June 3
Summer II Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree seeking Undergraduate or Graduate students. Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late Registration.	June 4
Summer Late Registration/Add/Drop	June 4-8

Summer I Classes Begin – 8-Week, 5-Week Sessions	June 6
Candidates for P&T provide external review packet to the Department Chair (HSH, COE) or Associate Dean (CSE, COB)	June 6
Grades Due by 5 p.m. – May Mini-Session	June 9
Census Date – 5-Week Session	June 9
Fee Payment Deadline for Summer Late Registration by 5 p.m.	June 9
Census Date for 8-Week Session	June 13
Official Census Date for Regular 8-Week Summer Session; Last Day to Drop or Withdraw a Course Without Receiving a Grade	June 13
Appropriate Department Chair or Associate Dean Sends External Evaluation File to P&T Candidate's Outside Reviewers.	June 15
Transfer Student Orientation (TSO)	June 21
Summer II Open Registration	June 22-July 10
Maintenance Window for Office of Information Technology	June 24-26
Last Day to Drop/Withdraw – 5-Week Session	June 27
Last Day to Enroll in Financial Literacy Course for Summer – 8-Week Session Only	June 27
July 2022	
College Annual Reports due to AVPAA	July 1
Faculty Research and Support Fund Proposals Due to Office of Sponsored Programs, via email by 5 p.m. Follow format at https://www.uhcl.edu/about/administrative-offices/sponsored-programs/faculty-research-support-funds	July 1
Last Day to Apply for Summer Graduation (45 days after first class day of May Mini-Session)	July 1
Summer II Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate or Graduate Students	July 1
Initial Appointment for Format Check of Dissertations, Theses and Projects at Library	July 1
Faculty Development and Support Fund Proposals Due to Dean of COB	July 1
Independence Day Holiday	July 4
Summer II Financial Aid Disbursements Begin	July 5

Last Class Day/Final Exam – 5-Week Session	July 9
Classes Begin Summer II – 4-Week Session	July 11
Last Day to Drop/Withdraw – 8-Week Session	July 11
Summer II Late Registration	July 11-13
Census Date – 4-Week Session	July 13
Fee Payment Deadline for Summer II Late Registration – 5 p.m.	July 14
CBM003 Summer Supplemental Course Inventory File Due to Registrar	July 15
Grades Due by 5 p.m. – 5-Week Session	July 15
Freshman Priority Application Deadline – Fall 2022	July 15
Transfer Student Orientation (TSO)	July 16
Submission of Theses/Projects to the Dean	July 16
Transfer Student Orientation (TSO)	July 20
Maintenance Window for Office of Information Technology	July 22-24
Final Approval of Dissertations, Theses and Projects by the Dean	July 26
Initial Electronic Submission (Vireo) of Dissertations, Theses and Projects at Library	July 29
Last Class Day/Final Exam – 8-Week Session	July 30
August 2022	
Fall Application Deadline for New Graduate Students (Some programs may have earlier deadlines. See Application Deadlines on the program's website.)	August 1
Freshman Final Application Deadline – Fall 2022	August 1
Priority Application Deadline for International Students for Spring	August 1
Last Day to Drop/Withdraw (Four-Week Session)	August 1
Faculty Development and Support Fund Proposals Due to the COB Dean	August 4
Deadline for Final Electronic Submission (Vireo) of Dissertation, Theses and Projects to Library	August 5

Last Class Day/Final Exam (Four-Week Session)	August 6
Official Closing of Summer Semester and Summer Degree Conferral Date (no commencement ceremony)	August 6
Transfer Student Orientation (TSO)	August 10
Fall Priority Application Deadline for Undergraduate Transfer and Non-Degree-Seeking Undergraduate or Graduate Students. (Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late Registration.)	August 12
Grades Due by 5 p.m. – 4-Week, 8-Week Sessions	August 12
Maintenance Window for Office of Information Technology	August 12-14
Fall Financial Aid Disbursements Begin	August 15
New International Student Orientation (NISO) - Fall Session	August 15
New International Student Orientation (NISO)	August 16
Fall Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate or Graduate Students. (Students who apply after this date must submit all required documentation with their paper application to the Office of Admissions.)	August 17
New Faculty Orientation	August 16–17
Student Orientation and Registration (Lift-Off)	August 17–19
Fee Payment Deadline for Early and Open Reg. 5 p.m.	August 19
Late Registration	August 20-29
Classes Begin; Fall First Class Day – Regular Session and First 8-Week Session	August 22
OIE Submits Graduate-Level Program Reviews to THECB.	August 29
Census Date for First 8-Week Session; Last Day to Drop or Withdraw Without Receiving a Grade	August 29
Fee Payment Deadline for Fall Late Registration, 5 p.m. for All Payment Methods	August 30
September 2022	
Institutional Assessment Cycle Begins. Templates Available for Results and Use of Results and Upcoming Assessment Cycle for Outcomes, Methods and Criteria	September 1

Candidates must submit their Promotion and Tenure Document in the 2022-23 P&T workflow. Department Chairs have access to files to facilitate submission of external review letters.	September 2
Labor Day Holiday	September 5
Faculty Development and Support Fund Proposals Due to the HSH Associate Dean	September 6
Faculty Development and Support Fund Proposals Due to the COE Dean	September 6
Fall Core Curriculum Assessment Cycle Begins	September 7
Syllabus Tool Audit Completed and Corrections Due	September 7
Official Census Date for Fall; Last Day to Drop or Withdraw Without Receiving a Grade - Regular Session	September 7
Deadline for Appropriate Department Chair or Associate Dean to Upload the External Review Documentation into Workflow and Submit the Candidate's P&T File to the PRC Committee	September 9
CBM003 THECB Fall Supplemental Course Inventory Due to Registrar	September 15
Faculty Research & Support Fund Proposals Due to Sponsored Programs via Email by 5 p.m. (Follow format at https://www.uhcl.edu/about/administrative-offices/sponsored-programs/faculty-research-support-funds)	September 15
Provost Announces the Number of Funded Faculty Development Leaves in Each College for the 2022-23 Academic Year.	September 15
Faculty Development and Support Fund Proposals Due to the CSE Dean	September 16
Deadline to Submit New Online Master Courses for Winter-Mini Session 2022 for Review	September 16
Maintenance Window for Office of Information Technology	September 16-18
Deans Send to Provost a List of Tenured Faculty Who Received Satisfactory or Unsatisfactory Post-Tenure Review During the Past Year	September 19
Post-Tenure Review Notification to Tenured Faculty from the Deans for the Next Year	September 19
Last Day to Apply for Fall Semester Graduation on Time (30 days after first class day)	September 22
Last Day to Drop/Withdraw – First 8-Week Session	September 26
October 2022	
Spring Class Schedule Available Online (Four Weeks Prior to Early Registration)	October 4

Last Day to Enroll in Financial Literacy Course for Fall	October 4
Deadline to Submit Application for COE Dissertation Defense	October 8
Faculty Development Leave Applications (FDL) Due to College FDL Committee	October 14
Final Date for COE Dissertation Defense	October 14
Deadline for PRC to Complete Their Review, Upload Recommendation Letter into Workflow, Record Committee's Overall Recommendation for Teaching, Scholarship and Service, and Forward (Submit) Candidate's P&T File to the Department Chair	October 14
Deadline by which new online development courses intended for delivery in spring 2023 must be submitted for Minimum Standards Review	October 14
Last Class Day/Final Exam – First 8-Week Session	October 15
Results and Use of Results and Upcoming Assessment Cycle for Outcomes, Methods and Criteria Due to Planning and Assessment	October 15
Classes Begin – Second 8-Week Session	October 17
Fee Payment Deadline for Fall II Registration	October 19
Grades Due by 5 p.m. – First 8-Week Session	October 20
Maintenance Window for Office of Information Technology	October 23-25
Census Date – Second 8-Week Session; Last Day to Drop or Withdraw Without Receiving a Grade	October 24
Programs and Units Submit Completed Assessment Plans in the AMS System	October 28
Initial Appointment for Format Check of Project/Theses/Dissertation at Library	October 28
Spring Early Registration and Advising – Winter Mini and Spring Regular Session	October 31- November 10.
November 2022	
Planning and Assessment Reviews Assessment Plans and Works with Owners to Meet Best Practices and UHCL Assessment Standards.	November 1–30
Freshman Priority Application Deadline – Spring 2023	November 1
CBM-009 Graduation Report Due	November 1
Final Application Deadline for International Students for Spring (If the program's application deadline is earlier, Students should apply by the program's application deadline.)	November 1

CBM-011 THECB Facilities Room Inventory Report Due and CBM-014 THECB Facilities Building Inventory Report Due	November 1
Faculty Development and Support Fund Proposals Due to the COB Dean	November 1
Final Submission of Dissertations to the COE Dean	November 5
Last Day to Drop/Withdraw – Regular Session	November 7
Spring Open Registration and Advising Ends by 5 p.m. – Winter Mini and Spring Regular Session. Open Registration for the Winter Mini Ends Dec. 13.	November 11– January 13, 2023
Maintenance Window for Office of Information Technology	November 11-14
Submission of Theses/Projects to Dean for Approval	November 14
Faculty Development Leave Committee Submits Approved Proposals to Dean.	November 14
CBM-00B Admissions Annual Report Due	November 15
CBM-005 Building and Room Report Due	November 15
Faculty Development and Support Fund Proposals Due to the CSE Dean	November 15
Deadline for Department Chair to Complete Review, Upload Recommendation Letter into Workflow, Record Recommendation for Teaching, Scholarship and Service, and Forward (Submit) P&T File to Candidate	November 17
Deadline for New Online Course Requests for Summer and Fall 2023 Delivery. (Only limited delegation requests for Fall, Spring and Summer 2023 delivery will be accepted after this date.)	November 18
Last Day to Drop/Withdraw (Second 8-Week Session)	November 21
Thanksgiving Holidays (Students)	November 23–26
Thanksgiving Holidays (Staff)	November 24-25
Final Approval of Dissertations by the COE Dean	November 25
Deadline for Candidate's Five Business-Day Window to Review P&T File and Add any Candidate Letter of Information/Rebuttal, if Desired, to the P&T File. P&T File Is Released to the Dean for Review.	November 29
Annual Course-Related Fee Requests and Projected Fee Budgets from Colleges to AVPAA	** TBD
Programs and Units Submit Funding Requests to Dean/Division if New Funding Is Needed	**See Planning and Budget Calendar

Freshman Final Application Deadline – Spring 2023	December 1
Spring Priority Application Deadline for Transfer Students	December 1
Spring Application Deadline for New Graduate Students (Some programs may have earlier deadlines. See Application Deadlines on the program’s website.)	December 1
Initial Electronic Submission (via Vireo) of Project/Theses/Dissertation to Library	December 2
Last Class Day for Fall – Regular Session	December 3
100% Online Courses May Schedule Finals	December 3-10
Final Approval of Theses/Projects by Dean	December 5
Final Date for HSH Dissertation Defense	December 5
Faculty Development and Support Fund Proposals Due to the COB Dean	December 5
Final Exams – Regular Session	December 5-10
Deadline for Final Electronic Submission (Vireo) of Project/Theses/Dissertation to Library	December 9
Final Submission of Dissertations to the HSH Dean	December 9
Last Class Day/Final Exam – Second 8-Week Session	December 10
Official Closing of the Fall 2022 Semester and Degree Conferral Date	December 10
Classes Begin – Winter Mini Session	December 12
Deans Submit Internal Program Review Reports to the Office of Planning and Assessment	December 12
Notification of Non-Reappointment of Faculty from Deans to Faculty in Their Second Year of Employment Whose Appointment Will Expire at the End of the Academic Year	December 12
Final Dissertation approval by the HSH Dean	December 13
Grades Due by 5 p.m. – Regular and Second 8-Week Session	December 13

Census Date – Winter Mini Session	December 13
Fee Payment Deadline Noon – Winter Mini-Session	December 14
Server and Network Upgrades (Students, Faculty, and Staff should expect interruptions of campus networking and computing services)	December 24, 2022- January 1, 2023
Winter Holidays (Students & Faculty). No Classes in Winter Mini-Session	December 24, 2022- January 1, 2023
January 2023	
Deadline for Dean to Complete Review, Upload Recommendation Letter into Workflow, Record a Recommendation for Teaching, Scholarship and Service, and Forward (Submit) the P&T File to the Candidate	January 1
Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate and Graduate Students (Students who apply after this date must submit all documentation with their paper application in the Office of Admissions and be processed for Late Registration – Spring 2023)	January 5
Final Application Deadline for Graduate Students. (Some programs may have earlier deadlines. See application deadlines on the program's website.)	January 5
Final Application Deadline for Transfer Students	January 9
Last Day to Drop/Withdraw – Winter Mini-Session	January 9
Deadline for Candidate's Five Business-Day Window to Review P&T File and Add any Candidate Letter of Information/Rebuttal, if Desired, to the P&T File. P&T File Is Released to the University P&T Committee (UPTC) for review.	January 9
New International Student Orientation (NISO) - Spring Session	January 9-10
Spring Financial Aid Disbursement Begin	January 10
Final Application Deadline for Returning UHCL Students	January 11

New Student Orientation (Lift-Off)	January 12-13
Last Class Day/Final Exam – Winter Mini-Session	January 13
Office of Planning and Assessment Provides Assessment Plan, Overall Status and Evaluation of Completed Assessment Plans Report to Deans/Divisions/AVP's/Provost	January 13
End of Spring Open Registration and Fee Payment Deadline	January 13
Final Application and Documents Deadline for Undergraduate Transfer Students, Returning and Non-Degree-Seeking Undergraduate Students – Spring 2023	January 13
Transfer Student Orientation (TSO)	January 14
Spring Late Registration/Add/Drop	January 14-24
Martin Luther King Holiday	January 16
Spring Classes Begin – First Class Day for Regular Session and First 8-Week Session	January 17
Grades Due by 5 p.m. – Winter Mini-Session	January 20
Census Date – First 8-Week Session; Last Day to Drop or Withdraw Without Receiving a Grade	January 24
Fee Payment Deadline for Spring Late Registration by 5 p.m.	January 25
Provost Call for Nominations: Presidents Distinguished Faculty Awards (Teaching, Research, Service, Lecturer and Adjunct)	January 27
Provost Informs Colleges and Faculty of Final Faculty Development Leave Approvals	January 30

February 2023

Priority Application Deadline for International Students for Summer (If the program's application deadline is earlier, Students should apply by the program's application deadline.)	February 1
Freshman Priority Application Deadline – Fall	February 1
Last Day to Enroll in Financial Literacy Course for Spring	February 1

Faculty Development and Support Fund Proposals Due to Dean of CSE	February 1
Official Census Date for Spring – Regular Session; Last Day to Drop or Withdraw Without Receiving a Grade – Regular Session	February 1
Office of Planning and Assessment Provides Core Curriculum Assessment Report to Deans/Divisions/AVPs/Provost	February 1
Spring Core Curriculum Assessment Cycle Begins	February 1
Internal Final Program Review Report Due to Deans	February 1
Syllabus Tool Audit Completed and Corrections Due	February 1
Maintenance Window for Office of Information Technology	February 3-5
Deadline for University P&T Committee (UPTC) Members to Submit their Pre-Meeting Votes for P&T Cases to the Provost Office	February 3
UPTC Meeting to Review and Vote on P&T Cases	February 6
Deadline for Provost to Provide Candidates with UPTC Decision Letter. Candidate Has Five (5) Business Days (Deadline 2/20/23) to Inform Provost of Intent to Appeal P&T Decision; P&T Files Are Submitted to President.	February 12
Faculty Development and Support Fund Proposals Due to the CSE Dean	February 13
Faculty Emeritus: Nominations to Chair of Council of Professors Due	February 15
CBM003 Spring Supplemental Course Inventory Due to Registrar	February 15
Last Day to Apply for Spring Semester Graduation on Time (30 days after first class day)	February 16
Deadline to Submit New Online Master Courses for Summer and May – Mini 2023 Review	February 17
Last Day to Drop/Withdraw – First 8-Week Session	February 21
March 2023	
On Behalf of the Provost, the Executive Director of Planning and Assessment Sends Letters to Deans Identifying Programs Due for Review.	March 1–15
Freshman Priority Application Deadline – All Summer Sessions	March 1

Submission of Application for COE Dissertation Defense	March 1
CBM-002 THECB TSI Report Due	March 1
Priority Application Deadline for International Students from Institutions Inside the US for Fall (If the program's application deadline is earlier, Students should apply by the program application deadline.)	March 1
CBM-008 THECB Faculty Report	March 1
CBM-00S THECB Student Schedule Report Due	March 1
CBM-0E1 THECB Student End of Semester Report Due	March 1
Faculty Development and Support Fund Proposals Due to the COE Department Chair	March 1
Notification of Non-Reappointment of Faculty from Deans to Faculty in First Year of Employment Whose Appointment Will Expire at the End of the Academic Year	March 1
Nominations Due to Provost: Presidents Distinguished Faculty Awards (Teaching, Research, Service, Lecturer and Adjunct)	March 3
Maintenance Window for Office of Information Technology	March 3-5
Summer/Fall Class Schedules Available Online (Four Weeks Prior to Early Registration)	March 6
Faculty Emeritus: Recommendations due from Council of Professors to Deans, Provost and President	March 10
Last Class Day/Final Exam – First 8-Week Session	March 11
Spring Holidays (Students)	March 13-18
Grades Due by 5 p.m. – First 8-Week Session	March 16
Spring Break (Staff)*	March 17
Deadline to Submit New Online Master Courses for Fall 2023 for Review	March 17
Deadline for any University P&T Appeals Committee to Submit Recommendations Regarding an Appeal Case to the President	March 20
Final Date for COE Dissertation Defense	March 20

Classes Begin – Second 8-Week Session	March 20
Payment Deadline for Spring II Registration	March 22
Faculty Research and Support Fund Proposals Due to Sponsored Programs via email by 5 p.m. Follow format at https://huhcl.edu/about/administrative-offices/sponsored-programs/faculty-research-support-funds	March 23
Census Date – Second 8-Week Session; Last Day to Drop or Withdraw Without Receiving a Grade	March 27
Faculty Development and Support Fund Proposals Due to the HSH Associate Dean of HSH	March 27
Deans Send Names of Program Review Committees to the Office of Planning and Assessment	March 28
Initial Appointment for Format Check of Project/Theses/Dissertation at Library	March 31
April 2023	
Initial Appointment for Format Check of Project/Theses/Dissertation at Library	April 3
Provost Sends Update of Faculty to Complete Third- and Sixth-Year Reviews to Deans Along with the P&T Calendar for the Upcoming Academic Year.	April 3
Deans' Notification of Reappointment or Non-Reappointment to Non-Tenure-Track Faculty	April 3
Summer (Including May Mini-Session) and Fall Early Registration and Advising	April 3-13
Faculty Development and Support Fund Proposals Due to Dean of COB	April 3
Deans' Written Notification to Faculty Who Will Undergo Third-Year Review	April 7
Provost Request to Deans for List of Reappointments and Non-Reappointments of Non-Tenure-Track Faculty – Due May 1, 2023	April 7
Maintenance Window for Office of Information Technology	April 7-9
Last Day to Drop/Withdraw – Regular Session	April 11
Faculty Development and Support Fund Proposals Due to the CSE Dean	April 13
Deadline for Submission of Course Changes to UHCL Core Curriculum Committee	April 14

Submission of Theses/Projects to Dean	April 14
Submission of Dissertation to the COE Dean	April 14
May Mini-Session Open Registration Ends at 6 p.m.	April 14–May 15
Fall Open Registration and Advising Ends by 5 p.m.	April 14–August 18
Final Application Deadline for International Students from Institutions Outside the US for Summer (if the program’s application deadline is earlier, students should apply by the program’s application deadline).	April 19
The President’s P&T Decision Letter Is Forwarded to the University of Houston System for Board of Regents Approval. (Date subject to change.)	April 20
Final Approval of Dissertation by the COE Dean	April 21
Last Day to Drop/Withdraw – Second 8-Week Session	April 24
CBM003 Annual Course Inventory Due to Registrar	April 28
100% Online Courses May Schedule Final Exams	April 29–May 8

May 2023

Summer Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate and Graduate Students (Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late Registration.)	May 1
External Program Review Reports and Dean Response Due to Planning and Assessment	May 1
Freshman Final Application Deadline for Summer I (Freshmen applying after the online application closes must submit all requirements and a paper application to the Office of Admissions by May 14.)	May 1
Assessment Cycle Begins: AMS System Is Open for Results and Use of Results	May 1
Final Application Deadline for New Graduate Students. (Some programs may have earlier deadlines. See Application Deadlines on the program’s website)	May 1
Final Approval of Theses/Projects by Dean	May 1
Faculty Development and Support Fund Proposals Due to Dean of COB	May 1
Deans’ Notification to Provost of Status of Non-Tenure-Track Faculty – Reappointments and Non-reappointments	May 1
Last Class Day of Spring – Regular Session	May 1

Final Date for HSH Dissertation Defense	May 2
Final Exams Spring – Regular Session	May 2-8
Final Submission of Dissertations to the HSH Dean	May 5
Initial Electronic Submission (Vireo) of Project/Theses/Dissertation at Library	May 5
Provost Sends Official Letter of Reappointment to Non-Tenure-Track Faculty.	May 10
Final Dissertation Approval by the HSH Dean	May 11
Deadline for Final Electronic Submission (Vireo) of Project/Theses/Dissertation to Library	May 12
Last Class Day/Final Exam – Second 8-Week Session	May 13
Official Closing of Spring Semester and Degree Conferral Date	May 13
First Class Day – May Mini-Session	May 15
May Mini-Session Fee Payment Deadline by Noon	May 16
Census Date for May Mini-Session	May 16
Faculty Emeritus: President Forwards Nominations to UHS Board of Regents Meeting	May 18
Grades Due by 5 p.m. – Regular and Second 8-Week Session	May 18
Maintenance Window for Office of Information Technology	May 19-21
Faculty Development and Support Fund Proposals Due to the HSH Dean	May 22
Summer I Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate Students	May 24
Memorial Day Holiday	May 29
Summer Financial Aid Disbursements Begin	May 30
Last Day to Drop/Withdraw – May Mini-Session	May 30
June 2023	
Final Application Deadline for International Students	June 1
Faculty Development and Support Fund Proposals Due to the COB Dean	June 2

Deadline for New Online Course Requests for Spring 2024 (Including Winter Mini Semester 2024) Delivery to Be Submitted. (Only limited delegation requests for Spring 2024 delivery will be accepted after this date.)	June 2
Summer Open Registration and Advising Ends by 5 p.m.	June 2
New International Student Orientation (NISO) - Summer Session	June 2
Last Class Day/Final Exam May Mini-Session	June 2
End of Summer Open Registration and Fee Payment Deadline	June 2
Summer II Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate and Graduate Students (Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late Registration.)	June 3
Summer Late Registration/Add/Drop	June 3-7
Summer I Classes Begin – 8-Week, 5-Week Sessions	June 5
Submission of Application for COE Dissertation Defense	June 5
Grades Due by 5 p.m. – May Mini-Session	June 8
Census Date – 5-Week Session	June 8
Fee Payment Deadline for Summer Late Registration by 5 p.m.	June 8
Census Date for 8-Week Session	June 12
Official Census Date for Regular 8-Week Summer Session; Last Day to Drop or Withdraw a Course Without Receiving a Grade	June 12
Transfer Student Orientation (TSO)	June 15
Emancipation Day Holiday	June 19
Summer II Open Registration 4-week Only by 11:59 p.m.	June 21-July 9
Final Date for COE Dissertation Defense	June 26
Summer II Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-seeking Undergraduate Students	June 30
Initial Appointment for Format Check of Project/Theses/Dissertation at Library	June 30
July 2023	
College Annual Reports Due to AVPAA	July 1

Last Day to Apply for Summer Graduation – 45 Days After First Class Day of May Mini-Session	July 1
Summer II Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate Students	July 1
Initial Electronic Submission (Vireo) of Project/Theses/Dissertation at Library	July 1
Faculty Development and Support Fund Proposals Due to Dean	July 1
Independence Day Holiday	July 4
Last Class Day/Final Exam – 5-Week Session	July 8
Classes Begin Summer II – 4-Week Session	July 10
Last Day to Drop/Withdraw – 8-Week Session	July 10
Summer II Late Registration	July 10-12
Transfer Student Orientation (TSO)	July 12
Census Date – 4-Week Session	July 12
CBM003 Summer Supplemental Course Inventory File Due to Registrar	July 13
Grades Due by 5 p.m. – 5-Week Session	July 13
Fee Payment Deadline for Summer II Late Registration – 5 p.m.	July 13
Freshman Priority Application Deadline	July 13
Submission of Theses/Projects to COE Dean for Approval	July 14
Transfer Student Orientation (TSO)	July 22
Final Approval of Dissertation by COE Dean	July 24
Final Date of HSH Dissertation Defense	July 24
Initial Electronic Submission (Vireo) of Project/Theses/Dissertation at Library	July 28
Final Submission of Dissertations to the HSH Dean	July 29
Last Class Day/Final Exam – 8-Week Session	July 29

August 2023

Fall Final Application Deadline for New Graduate Students (Some programs may have earlier deadlines. See Application Deadlines on the program's website.) August 1

Freshman Final Application Deadline – Fall August 1

Last Day to Drop/Withdraw – 4-Week Session August 1

Fall Priority Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate Students (Students who apply after this date must submit all required documentation with their paper application in the Office of Admissions and will be processed for Late Registration.) August 1

Faculty Development and Support Fund Proposals Due to the COB Dean August 3

Final Approval of Dissertations by the HSH Dean August 3

Deadline for Final Electronic Submission (Vireo) of Project/Theses/Dissertation to Library August 4

Last Class Day/Final Exam – 4-Week Session August 5

Official Closing of Summer Semester and Summer Degree Conferral Date (no commencement ceremony) August 6

Transfer Student Orientation (TSO) August 9

Grades Due by 5 p.m. – 4-Week, 8-Week Sessions August 10

New International Student Orientation (NISO) - Fall Session August 14-15

Fall Financial Aid Disbursements Begin August 14

Fall Final Application Deadline for Undergraduate Transfer, Returning and Non-Degree-Seeking Undergraduate Students (Students who apply after this date must submit all required documentation with their paper application to the Office of Admissions and will be processed for Late Registration.) August 14

Final Application Deadline for Returning UHCL Students August 16

New Student Orientation (NSO) - Lift-Off August 16-18

Classes Begin; Fall First Class Day – Regular Session and First 8-Week Session August 21