ACADEMIC CALENDAR  
SPRING SEMESTER, 2016

December 4, 2015  
Hornet Connection (an enrollment program, for new students) Call the Office of Admissions at 620-341-5465

December 11, Friday  
Electronic billing statements will be generated and available through the student’s Buzz In account. Please check your Buzz In account for updated information.

January 13, Wednesday, ACT-Residual, PH316

NEW UNDERGRADUATE STUDENTS:  
January 15, Friday  
New undergraduate students who have not previously attended ESU. “HORNET CONNECTION”, the new student program, will be held on campus with check-in beginning at 8:30 a.m. The cost per student is $80. For more information please contact the Admissions Office. (This program consists of an introduction to ESU, advisement, class enrollment, and fee payment for new freshmen and new transfer students, who DID NOT attend a new student program during the spring or summer.)

January 17, Sunday  
Residence Halls Open at 12:00 p.m./noon

January 18, Monday  
Martin Luther King Day. Holiday – offices closed

ATTENTION ENROLLED UNDERGRADUATE STUDENTS  
January 26, Tuesday  
DEADLINE -- Students must pay account balance by 5:00 P.M. CT ON TUESDAY, January 26 OR MAKE PAYMENT ARRANGEMENTS WITH THE STUDENT ACCOUNTS OFFICE. A $50 late fee will be charged to all students who have an account balance greater than $100. STUDENTS WILL NOT BE DROPPED FROM CLASSES FOR NON-PAYMENT OF TUITION AND FEES. NOTE: Prior semester charges must be paid-in full before any student can retain their class schedule. Students with outstanding debts to the University, whether financial or material, may have their official transcripts and/or enrollment withheld.

Please note that financial aid must be authorized AND disbursed to be considered a payment on the account. Information regarding payment plan options can be found at Cashiering Services and Student Accounts in Plumb Hall or via the Web. Online information is available at http://www.emporia.edu/busaff

January 20, Wednesday  
Classes begin, day, evening, & Internet. Drop & add classes in Plumb Hall offices. (SAC advisees go to 206 Plumb Hall.)

January 23, Saturday  
First meeting of Saturday Classes

February 2, Tuesday--Tenth day of classes  
Last day to enroll in classes.

Last day of official drop period--no transcript entry for classes dropped on or before this date.

Last day to withdraw from the university with full refund.

Any student wishing to withdraw from the University with a full refund MUST initiate the withdrawal before this date.

February 12, Friday  
Juniors must submit an undergraduate application for degree in Degree Analysis, Plumb Hall 108H, if they intend to graduate in May 2016.

February 16, Tuesday  
Twentieth day of classes

February 20, Saturday  
Additional $50 late fee charged to all students who have an account balance of $100 or more and have not made payment arrangements. Students must have made payment arrangements prior to this date in order to avoid additional fees. All accounts not paid in full considered past due.

February 26, Friday  
ESU CAAP Examination, ESU Campus (Visser Hall) & ESU-KC (Overland Park).

March 5, Saturday  
ESU CAAP Examination 7:30 am (ESU Campus Only) Visser Hall Atrium.

March 7, Monday  
Enrollment begins for Summer 2016 and Fall 2016

March 11, Friday  
End of first block and end of the 8th week. Instructors must evaluate students by the end of the 8th week.

March 14-20, Monday through Sunday, Spring Break

March 20, Sunday  
Additional $50 late fee charged to all students who have an account balance of $100 or more and have not made payment arrangements. Students must have made payment arrangements prior to this date in order to avoid additional fees. All accounts not paid in full considered past due.
March 21, Monday
Second block begins.

**March 22, Tuesday**
*Midterm grades are due*

April 6, Wednesday
Last day to withdraw from a class and receive automatic “W” on transcript (10 wks).

April 20, Wednesday
**Additional $50 late fee** charged to all students who have an account balance of $100 or more and have not made payment arrangements. Students must have made payment arrangements prior to this date in order to avoid additional fees. All accounts not paid in full considered past due.

May 6, Friday
Last day of classes

May 9-13, Monday-Friday
Final examinations.

May 14, Saturday
Undergraduate Commencement, 9:30 a.m., White Auditorium
Graduate Commencement, 2:00 pm, Albert Taylor Hall in Plumb Hall

May 17, Tuesday
Grades are due – 12:00 Noon

May 20, Friday
Late fee added to any account with a balance over $100.00