

TACOMA COMMUNITY COLLEGE

SUMMER QUARTER 2013-B341

Lidia

IMPORTANT DATES

May 28 (Tuesday)		Summer Quarter books available online and in-store
June 6 (Thursday)		Summer Quarter tuition due
June 21 (Friday)		REFUND: Last day for 100% refund-on campus OR Drop online before Summer Quarter starts at 100%
June 24 (Monday)		Summer Quarter classes begin Summer hours begin—After June 25 (7:30a-6p, Mon-Thu thru Sep 12)
7:30a-7:00p	1st Day	<ul style="list-style-type: none"> SPECIAL REG: TCC EMPLOYEES FEE 11, TYPE 2 No Waiver reqd, Update Application (if applicable) Permission/Overload Signature or Email, Max: 2 classes, up to 10 credits
June 25 (Tuesday)		Last day to register without instructor signature Last day to access web registration for Summer classes
7:30a-7:00p	2nd Day	<ul style="list-style-type: none"> SPECIAL REG: SPRUCE FEE 21, TYPE 2 SPRUCE stamp/signature reqd on all paperwork Give student: Class schedule & registration form (yellow copy)
June 26 (Wednesday)		<ul style="list-style-type: none"> 1st Day: Permission signature or Email to Add
7:30a-6:00p	3rd Day	<ul style="list-style-type: none"> SPECIAL REG: SENIORS FEE 10, TYPE 2 Waiver reqd (gray form) Options: Audit (! Item#) or Credit (= or \$ item#=56) Max: 2 classes, up to 10 credits
June 27 (Thursday)		REFUND: Last day for 80% refund <ul style="list-style-type: none"> No Show Drops (SM 4010 - Drake)
July 2 (Tuesday)	6th Day	<ul style="list-style-type: none"> SPECIAL REG: STATE EMPLOYEES FEE 51, TYPE 2 Waiver reqd - Space Available Only - No Overloads - No WAOL classes Max: 2 classes, up to 10 credits
July 4 (Thursday)		Independence Day Holiday – NO CLASSES, COLLEGE CLOSED
July 8 (Monday)	10th Day	<ul style="list-style-type: none"> Last day to add credit classes (Instructor signature reqd) Last day to drop a class, no grade reported (No instructor signature reqd)
July 9 (Tuesday)		<ul style="list-style-type: none"> 1st Day: Withdraw (*) with Grade of W Must have Instructor Signature/Email-Instructor Response Reqd 1st Day: Late Add Petition – Add Exceptions (Proc'd within quarter): Late Start Classes (check start dates at IS 1016) Continuous Enrollment (at IS 1016-check Cont Seq for C) Section to Section (Instr signature reqd-backdate to original regis date) Seniors (Fee 10)
July 16 (Tuesday)		REFUND: Last day for 40% refund Last day to choose "S/U" option
July 17 (Wednesday)		Last day to change audit status
July 31 (Wednesday)		Last day to withdraw with a grade of "W"
August 12-15		Last week of Summer Quarter classes Note: Final exams (if applicable) will be held on the last scheduled day for each class
August 14-15		Summer Quarter book buy-back
August 15 (Thursday)		Summer Quarter degree applications due (published) Will be accepted through September 20 (Friday) – (not published)
August 19 (Monday)		<ul style="list-style-type: none"> Grades Due, Instructor Briefcase Open til 8p Note: As instructors web grade, grades appear on student's class schedule and at SM 700A
August 20 (Tuesday)		Grades available on web

Note: Early/late starting and short courses have pro-rated deadlines. Check with Enrollment Services for details.

TACOMA COMMUNITY COLLEGE

FALL QUARTER 2013-B342

IMPORTANT DATES

Fita

August 26 (Monday)	Fall Quarter 2013 books available online and in-store
September 2 (Monday)	HOLIDAY: Labor Day, NO CLASSES, COLLEGE CLOSED
September 5 (Thursday)	Fall Quarter 2013 tuition due (<u>After this date, tuition due within 2 business days</u>)
September 13 (Friday)	Last Friday closed-Summer hours end
September 20 (Friday)	REFUND: ON-CAMPUS - Last day for 100% refund OR ONLINE - Drop online before the Quarter starts
September 23 (Monday) 7:30a-7:00p 1st Day	Fall Quarter 2013 classes begin <ul style="list-style-type: none"> SPECIAL REG: TCC EMPLOYEES FEE 11, TYPE 2 No Waiver reqd, Update Application (if applicable) Permission/Overload Signature or Email (if applicable) Max: 2 classes, up to 10 credits
September 24 (Tuesday) 8:00a-7:00p 2nd Day	<ul style="list-style-type: none"> SPECIAL REG: SPRUCE FEE 21, TYPE 2 SPRUCE stamp/signature reqd on all paperwork Give student: Class schedule & registration form (yellow and/or pink copy)
September 25 (Wednesday) 8:00a-7:00p 3rd Day	Last day to register without instructor signature Last day to access web registration for Fall classes <ul style="list-style-type: none"> SPECIAL REG: SENIORS FEE 10, TYPE 2 Waiver reqd (gray form) Options: Audit (! Item#) or Credit (+ or \$ item# = 56) Max: 2 classes, up to 10 credits
September 26 (Thursday) 8:00a-7:00p	<ul style="list-style-type: none"> 1st Day: Permission Signature or Email to Add No Show Drops (SM 4010 – Drake)
September 27 (Friday) 8:00a-5:00p	REFUND: Last day for 80% refund
September 30 (Monday) 6th Day	<ul style="list-style-type: none"> SPECIAL REG: STATE EMPLOYEES FEE 51, TYPE 2 Waiver reqd - Space Available Only – No Overloads – No WAOL classes Max: 2 classes, up to 10 credits
September 30-October 11	<ul style="list-style-type: none"> No Accuplacer Testing
October 4 (Friday) 10th Day	Last day to add credit classes (Instructor signature required) Last day to drop a class with no grade reported (No instructor signature required)
October 7 (Monday)	<ul style="list-style-type: none"> 1st Day: Withdraw (*) with Grade of W Must have Instructor Signature /Email with Instructor Response 1st Day: Late Add Petition - Add Exceptions (Proc'd within quarter): Late Start Classes (check start dates at IS 1016) Continuous Enrollment classes (at IS 1016 – check Cont Seq for C) Section to Section (Instr signature reqd-backdate to original reg date [check SM 4010]) Seniors (Fee 10)
October 11 (Friday)	REFUND: Last day for 40% refund Last day to choose "S/U" option
October 14 (Monday)	<ul style="list-style-type: none"> Accuplacer Testing Resumes (TWTH, 9a-4p, drop-in, \$18 fee)
October ____ (mid) ____ ____	<ul style="list-style-type: none"> B343 Class Schedule Online B343 Registration Times Online B343 Quarterly PINs (Random/DOB)
October 21 (Monday)	Last day to change audit status
October 22 (Tuesday)	Educational Planning Day—No daytime classes Classes starting at 3:00 or after will meet
October 28 (Monday)	<ul style="list-style-type: none"> SPECIAL REG: EARLY REG GROUPS (?s-Refer to Contact below) Athletes (Rachael Schurman, Advising, #7) CASA/MECA (Margaret Robinson, #11) Access Services (Kathryn Held, #7) Supplemental Instruction (Mae Stephenson, #F1)

November 4 (Monday)

Winter quarter 2014 registration begins for currently enrolled students

- Nov 4 Running/Fresh Start Only 8a
Currently Enrolled 9a-11a, 1p-4p
- Nov 5-8 Currently Enrolled 8a-11a, 1p-4p
- Nov 9-10 Weekend (only reg times Nov 4-8 can register)
- Nov 11 Holiday (only reg times Nov 4-8 can register)
- Nov 12-13 Currently Enrolled 8a-11a, 1p-4p
- Nov 13 Returning Students (time?)
(missed 2 qtrs or more-don't count Summer)

November 11 (Monday)

HOLIDAY: Veterans Day observed—NO CLASSES, COLLEGE CLOSED

November 14 (Thursday)

Winter Quarter 2014 OPEN ENROLLMENT begins

November 15 (Friday)

Last day to withdraw with a grade of "W" (Instructor signature required or Email with instructor response)

November 18 (Monday)

- **1st Day: Student Request "WI" from Instructor**
ES no longer accepts/processes Add/Drop forms after the "last day to withdraw". Refer student back to instructor to discuss final grade. It is the instructor's decision.

November 27-29

HOLIDAY: Thanksgiving
(Nov 27 - Offices open until 5p—NO CLASSES)
(Nov 28-29 - COLLEGE CLOSED, NO CLASSES)

December 6 (Friday)

Last day of Fall Quarter 2013 classes

December 9-12

Fall Quarter 2013 final exams

December 10-13

Fall Quarter 2013 book buy-back

December 12 (Thursday)

• **Winter Quarter 2014 Tuition Due**

December 13 (Friday)

Fall Quarter 2013 degree applications due (published)
Will be accepted through December 31 (Tuesday) – (not published)

December 16 (Monday)

- **Fall Quarter 2013 Grades Due (Instructor Briefcase open until 8p)**

December 17 (Tuesday)

Fall Quarter 2013 Grades available on web

December 24 (Tuesday)

HOLIDAY: Christmas Eve, NO CLASSES, COLLEGE CLOSED

December 25 (Wednesday)

HOLIDAY: Christmas Day, NO CLASSES, COLLEGE CLOSED

December 31 (Tuesday)

- **Last Day: Winter Quarter 2014 Tuition Extension**
Extension requests can be accepted in person at ES, by email to Lita or by telephone
- **Last Day: Winter Quarter 2014 Waitlist Runs**
Waitlist report runs every night after 12a
- **Last Day: Fall Quarter 2013 Degree application Accepted**

January 1 (Wednesday)

HOLIDAY: New Year's Day, NO CLASSES, COLLEGE CLOSED

January 2 (Thursday)

Winter Quarter 2014 classes begin

07/16/13 lk

(Note: Early/late starting and short courses have pro-rated deadlines. Check with the Enrollment Services office for details.)

TACOMA COMMUNITY COLLEGE WINTER QUARTER 2014 – B343 IMPORTANT DATES

Lita

Dec 21 Auto App

November 4 (Mon)		Winter Quarter enrollment begins for currently-enrolled students
November 14 (Thu)		Winter Quarter open enrollment begins
December 2 (Mon)		Winter Quarter books available online and in-store
December 12 (Thu)		Winter Quarter tuition due (After this date, tuition due within two business days) Last day to enroll in Payment Plan
December 31 (Tue)		REFUND: ON-CAMPUS - 100% LAST DAY OR ONLINE – DROP ONLINE BEFORE QUARTER STARTS @ 100%
January 2 (Thu) 7:30A-7:00P	1ST DAY	Winter Quarter classes begin SPECIAL REG: TCC EMPLOYEES FEE 11, TYPE 2 No Waiver reqd, Update Application (if applicable) Permission/Overload signature or email (if applicable) Maximum: 2 classes, up to 10 credits
January 3 (Fri) 8:00A-5:00P (No staff meeting)	2ND DAY	SPECIAL REG: SPRUCE FEE 21, TYPE 2 SPRUCE stamp/signature reqd on all paperwork Give student: Class schedule & registration form (yellow and/or pink copy)
January 6 (Mon) 8:00A-7:00P	3RD DAY	Last day to register without instructor signature Last day to access web registration for Winter classes SPECIAL REG: SENIORS FEE 10, TYPE 2 Waiver reqd (gray form) Options: Audit (! Item #) or *Credit (+ or \$ item # = 56) *NOTE: CREDIT – CANNOT HAVE PRG CODE, CANNOT WORK TOWARD DEGREE/CERTIFICATE Maximum: 2 classes, up to 10 credits
January 6-17		NO ACCUPLACER TESTING (TESTING RESUMES – Tue, Jan 21)
<i>JAN 7</i>		1 st Day: Permission signature or Email to Add No Show Drops (SM 4010 – Drake)
<i>JAN 8</i>		REFUND: 80% LAST DAY
January 9 (Thu)	6TH DAY	SPECIAL REG: STATE EMPLOYEES FEE 51, TYPE 2 Waiver reqd – Space Available Only – No Overloads – No WAOL classes Maximum: 2 classes, up to 10 credits
January 15 (Wed)	10TH DAY	Last day to add credit classes (Instructor signature or Email required) Last day to drop a class with no grade reported (No instructor signature required)
January 16 (Thu)		WITHDRAW (*) Grade of W Must have Instructor Signature / Email with Instructor Response LATE ADD PETITION: Add Exceptions (Proc'd within quarter) Late Start Classes (check start dates as IS 1016) Continuous Enrollment Classes (at IS 1016 – check Cont Seq for “C”) Section to Section (Instructor signature/email reqd – backdate to original reg date –check SM 4010) Seniors (Fee 10)
January ____ (mid) ____ (mid) ____ (late) ____ (late)		B344 CLASS SCHEDULE ONLINE B344 NSAO SCHEDULE ONLINE B344 REGISTRATION TIME ONLINE B344 QUARTERLY PIN (Random/DOB) IN PORTAL
January 20 (Mon)		HOLIDAY: MARTIN LUTHER KING JR HOLIDAY - NO CLASSES, COLLEGE CLOSED
January 21 (Tue)		REFUND: 40% LAST DAY ACCUPLACER TESTING RESUMES (TWTH, 9A-4P, Drop-in, \$18 fee)
January 23 (Thu)		Last day to choose “S/U” option
January 30 (Thu)		B344 FA FILE COMPLETION DATE DEADLINE
January 31 (Fri)		Last day to change audit status

February 6 (Thu)	B344 EDUCATIONAL PLANNING DAY—NO DAYTIME CLASSES Classes starting at 3:00 or after will meet															
February 14 (Fri)	SPECIAL REG: B344 EARLY REG GROUPS (?s – Refer to Contact below) <table border="1"> <tr> <td>Veterans</td> <td>Kathleen Lynch</td> <td>#14</td> </tr> <tr> <td>Athletes</td> <td>Tricia Hilbun (Gym)</td> <td>#20</td> </tr> <tr> <td>CASA/MECA</td> <td>Margaret Robinson</td> <td>#11</td> </tr> <tr> <td>Access Services</td> <td>Kathryn Held</td> <td>#7</td> </tr> <tr> <td>Supplemental Instruct</td> <td>Mae Stephenson</td> <td>#F1</td> </tr> </table>	Veterans	Kathleen Lynch	#14	Athletes	Tricia Hilbun (Gym)	#20	CASA/MECA	Margaret Robinson	#11	Access Services	Kathryn Held	#7	Supplemental Instruct	Mae Stephenson	#F1
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February 17 (Mon)	HOLIDAY: PRESIDENT'S DAY—NO CLASSES, OFFICES OPEN															
February 18-26	B344 ENROLLMENT BEGINS – CURRENTLY ENROLLED STUDENTS <table border="1"> <tr> <td>Feb 18</td> <td>Running Start Only</td> <td>7a-9a</td> </tr> <tr> <td></td> <td>Currently Enrolled</td> <td>10a-11a, 1p-4p</td> </tr> <tr> <td>Feb 19-21</td> <td>Currently Enrolled</td> <td>8a-11a, 1p-4p</td> </tr> <tr> <td>Feb 22-23</td> <td>Weekend (only students with reg times Feb 18-21 can register</td> <td></td> </tr> <tr> <td>Feb 24-26</td> <td>Currently Enrolled</td> <td>8a-11a, 1p-4p</td> </tr> </table>	Feb 18	Running Start Only	7a-9a		Currently Enrolled	10a-11a, 1p-4p	Feb 19-21	Currently Enrolled	8a-11a, 1p-4p	Feb 22-23	Weekend (only students with reg times Feb 18-21 can register		Feb 24-26	Currently Enrolled	8a-11a, 1p-4p
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February 25 (Tue)	WITHDRAW (Last Day) Grade of "W" (Instructor signature required or Email with instructor response															
February 27 (Thu)	B344 OPEN ENROLLMENT															
March 13 (Thu)	B344 TUITION DUE – DEFERMENT THROUGH Fri, March 28															
March 17 (Mon)	Last day of Winter Quarter classes															
March 18-21	Winter Quarter final exams															
March 18-21	Winter Quarter book buyback															
March 21 (Fri)	Winter Quarter degree applications due (published) Applications will be accepted through Fri, March 28 – (not published)															
March 24 (Mon)	Winter Quarter grades due (Instructor Briefcase open until 8p)															
March 25 (Tue)	Winter Quarter grades available on web															
March 28 (Fri)	B344 TUITION EXTENSION - LAST DAY B344 WAITLIST RUNS – LAST DAY															
March 31 (Mon)	B344 CLASSES BEGIN															

(Note: Early/late starting and short courses have pro-rated deadlines. Check with Enrollment Services, Building 7, for details.)

TACOMA COMMUNITY COLLEGE

SPRING QUARTER 2014 – B344

IMPORTANT DATES

Feb 19 (Tue)		Spring Quarter enrollment begins for currently-enrolled students
Feb 27 (Thu)		Spring Quarter open enrollment begins
Mar 3 (Mon)		Spring Quarter books available online and in-store
Mar 13 (Thu)		Spring Quarter tuition due (After this date, tuition due within two business days) Last day to enroll in Payment Plan
March 28 (Fri)		REFUND: ON-CAMPUS - 100% LAST DAY ONLINE – DROP ONLINE BEFORE QUARTER STARTS @ 100%
Mar 31 (Mon) 7:30A-7:00P	1ST DAY	Spring Quarter classes begin SPECIAL REG: TCC EMPLOYEES FEE 11, TYPE 2 No Waiver reqd, Update Application (if applicable) Permission/Overload signature or email (if applicable) Maximum: 2 classes, up to 10 credits
Apr 1 (Tue) 8:00A-7:00P	2ND DAY	SPECIAL REG: SPRUCE FEE 21, TYPE 2 SPRUCE stamp/signature reqd on all paperwork Give student: Class schedule & registration form (yellow and/or pink copy)
April 2 (Wed) 8:00A-7:00P	3RD DAY	Last day to register without instructor signature <i>SPRING</i> Last day to access web registration for Winter classes SPECIAL REG: SENIORS FEE 10, TYPE 2 Waiver reqd (gray form) Options: Audit (! Item #) or *Credit (+ or \$ item # = 56) *NOTE: CREDIT – CANNOT HAVE PRG CODE, CANNOT WORK TOWARD DEGREE/CERTIFICATE Maximum: 2 classes, up to 10 credits
Apr 3 (Thu) 8:00A-7:00P		1 st Day: Permission signature or Email to Add No Show Drops (SM 4010 – Drake)
Apr 4 (Fri) 8:00A-5:00P (no staff mtg)		REFUND: 80% LAST DAY
Apr 7-18		NO ACCUPLACER TESTING (TESTING RESUMES – Tue, Apr 22)
Apr 7 (Mon)	6TH DAY	SPECIAL REG: STATE EMPLOYEES FEE 51, TYPE 2 Waiver reqd – Space Available Only – No Overloads – No WAOL classes Maximum: 2 classes, up to 10 credits
Apr 10 (Thu)		B451 - FA FILE COMPLETION DATE DEADLINE
Apr 11 (Fri)	10TH DAY	Last day to add credit classes (Instructor signature or Email required) Last day to drop a class with no grade reported (No instructor signature required)
Apr 14 (Mon)		WITHDRAW (*) Grade of W Must have Instructor Signature / Email with Instructor Response LATE ADD PETITION: Add Exceptions (Proc'd within quarter) Late Start Classes (check start dates as IS 1016) Continuous Enrollment Classes (at IS 1016 – check Cont Seq for “C”) Section to Section (Instructor signature/email reqd – backdate to original reg date –check SM 4010) Seniors (Fee 10)
Apr 18		B451 CLASS SCHEDULE ONLINE B452 CLASS SCHEDULE ONLINE B451/B452 NSAO SCHEDULE ONLINE B451/B452 REGISTRATION TIME ONLINE B451/B452 QUARTERLY PIN (Random/DOB) IN PORTAL
Apr 18 (Fri)		REFUND: 40% LAST DAY Last day to choose “S/U” option Student complete s S/U Grade Option form Instructor signature required Do not accept after deadline Alejandra processes at end of quarter, after grades are submitted
Apr 22 (Tue)		ACCUPLACER TESTING RESUMES (TWTH, 9A-4P, Drop-in, \$18 fee)
Apr 29 (Tue)		Last day to change audit status Student completes an Add/Drop form to change from credit to audit or audit to credit No instructor signature is needed Do not accept after deadline

May 1 (Thu)	Spring Quarter degree applications due (published) Degree Applications will be accepted through Jun 20 (Fri) – (not published)															
May 7 (Wed)	EDUCATIONAL PLANNING DAY—NO DAYTIME CLASSES Classes starting at 3:00 or after will meet															
	EARLY COMMENCEMENT PACKETS AVAILABLE IN ES DEADLINE TO RETURN TO ES <u>MAY 21</u>															
May 8 (Thu)	B452 – FA FILE COMPLETION DATE DEADLINE – FINAL															
May 15 (Thu)	SPECIAL REG: B451/452 EARLY REG GROUPS (?s – Refer to Contact below) <table border="1"> <tr> <td>Veterans</td> <td>Frank McDougald</td> <td>#14</td> </tr> <tr> <td>Athletes</td> <td>Tricia Hilbun (Gym)</td> <td>#20</td> </tr> <tr> <td>CASA/MECA</td> <td>Margaret Robinson</td> <td>#11</td> </tr> <tr> <td>Access Services</td> <td>Kathryn Held</td> <td>#7</td> </tr> <tr> <td>Supplemental Instruct</td> <td>Mae Stephenson</td> <td>#F1</td> </tr> </table>	Veterans	Frank McDougald	#14	Athletes	Tricia Hilbun (Gym)	#20	CASA/MECA	Margaret Robinson	#11	Access Services	Kathryn Held	#7	Supplemental Instruct	Mae Stephenson	#F1
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May 16 (Fri)	PROFESSIONAL DEVELOPMENT DAY (FACULTY/STAFF)– NO CLASSES															
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May 27-28	Currently Enrolled	8a-11a, 1p-4p														
May 23 (Fri)	WITHDRAW (Last Day) Grade of “W” (Instructor signature required on Email with instructor response															
May 26 (Mon)	HOLIDAY: MEMORIAL DAY – NO CLASSES, COLLEGE CLOSED															
May 29 (Thu)	B451/B452 OPEN ENROLLMENT															
Jun 5 (Thu)	B451 TUITION DUE – DEFERMENT THROUGH JUN 20 (FRI) Student can request tuition deferment at ES in person, by telephone or via email to Lita															
Jun 9 (Mon)	Last day of Spring Quarter classes															
Jun 10-13	Spring Quarter final exams Spring Quarter book buyback															
Jun 14 (Sat)	COMMENCEMENT, 10A, GREATER TACOMA CONVENTION & TRADE CENTER (1500 BROADWAY) Information posted at website and in student portal															
Jun 16 (Mon)	Spring Quarter grades due (Instructor Briefcase open until 8p)															
Jun 17 (Tue)	Spring Quarter grades available on web															
Jun 20 (Fri)	B451 TUITION EXTENSION - LAST DAY B451 WAITLIST RUNS – LAST DAY															
Jun 23 (Mon)	B451 CLASSES BEGIN 4 – 10's BEGIN 1 st WEEK MON-TUE 7:30A-7P, WED-THU 7:30A-6P, FRI-CLOSED REMAINDER OF QTR MON-THU 7:30A-6P, LAST DAY FOR 4 -10'S _____															

(Note: Early/late starting and short courses have pro-rated deadlines. Check with Enrollment Services, Building 7, for details.)