OFFICE OF RECORDS & REGISTRATION

Course Schedule Submission Dates by Semester

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Term** | **Topic** | **Office/Department Responsible** | **\*Due Date or Requires a Change Variance form signed by Dean or Designee** | **Response to Person/Office** |
| Spring | Submission of Initial Bulk Schedule | Academic Departments | 3rd Friday in May | Assistant Registrar |
|  | Final Spring Schedule Revisions Submitted | Academic Departments | Mid-September | Assistant Registrar |
|  |  |  |  |  |
| Summer | Submission of Initial Bulk Schedule | Academic Departments | 1st Friday in November | Assistant Registrar |
|  | Final Summer Schedule Revisions Submitted | Academic Departments | Mid-February | Assistant Registrar |
|  |  |  |  |  |
| Fall | Submission of Initial Bulk Schedule | Academic Departments | 2nd Friday in September | Assistant Registrar |
|  | Final Fall Schedule Revisions Submitted | Academic Departments | Mid-February | Assistant Registrar |

\* Exact dates subject to development and change at sole discretion of the University.

Academic Calendar: <http://www.fgcu.edu/Registrar/academiccalendar.asp>