

Fall 2009 Dates at a Glance

DEADLINES

Pay Fees or Confirm on RaiderNet Beginning July 28

Bills are no longer being mailed and will be available through your RaiderNet account.

August 25 is the deadline to sign up for direct deposit for refunds.

Course Selection	Pay Fees/Confirm	Course Selection	Pay Fees/Confirm
April 6–Aug. 25	August 19 , by mail August 25 , 4:30 p.m., Business Office August 25 , 6:00 p.m., RaiderNet	Sept. 5–9	September 9 , 4:30 p.m., Business Office; September 9 , 6:00 p.m., RaiderNet Do not mail payment!
Aug. 26–Sept. 4	September 4 , 4:30 p.m., Business Office September 4 , 6:00 p.m., RaiderNet Do not mail payment!	Sept. 10 and after	Students must prepay before being allowed to register.

A \$100 late fee will be charged to anyone who registers or reregisters on or after August 29.

NOTE: Class schedules will be deleted unless fees are paid or registration confirmed by the fee payment deadlines above.

Adding, Dropping, Withdrawing, Fee Adjustment

Tuition for undergraduate, graduate, and developmental studies courses is charged at different per-credit-hour rates. Tuition will not be evenly exchanged for dropping and adding courses with different tuition rates. Once the semester begins, tuition exchanges are only allowed for courses with equal credit hours dropped and added on the **same day**.

Regents Online Degree Program (RODP) courses are charged at a different per-hour rate and are charged **separately** from MTSU courses. RODP courses will not be evenly exchanged with MTSU courses when dropping and adding even in the same day.

July 1–27	Teacher, TBR, state, UT, and MTSU employee dependent discount forms turned in at the Business Office, CAB 103
August 1	TBR, UT, and state employee (PC191A) fee waiver participants register.
August 25	Fee Payment Deadline (course selection April 6–August 25)
August 26	12:00 a.m., RaiderNet available for Drop/Add after purge
August 28	Last day for 100% fee adjustment
August 29	Classes Begin
Aug. 29–Sept. 3	Students with a schedule may add on RaiderNet; \$100 late fee if no schedule 65-year-old, permanently disabled, and 60-year-old (audit) students register (no late fee)
September 4	Request for Late Registration Form required if no existing schedule Drop/Add form required to add a course (students with schedule) Fee Payment Deadline (course selection August 26–Sept. 4)
September 10	Approved late registrants must prepay in Business Office before registering (September 10 and after)
September 11	Last day for 75% fee adjustment; last day to drop without a grade
September 12	Drop on RaiderNet with grade of W (September 12–October 16)
September 25	Last day for 25% fee adjustment
October 16	Last day to drop or withdraw with a grade of W
October 17	Drops processed in Scheduling Center only if instructor and chair sign drop/add form (as an exception)
December 2	Last day to withdraw from the University (drop all classes) and receive a W or F as determined by the instructor

FALL 2009 CALENDAR

April 6–17 - Fall 2009 Priority Registration

APRIL

- April 6–17** Fall 2009 Priority Registration on RaiderNet
- April 17** Deadline for undergraduate students to file Intent to Graduate forms for December graduation
- April 20** New transfers after advising and new RODP majors after completing online orientation may register

MAY

- May 15** Transfer Advising Day

JUNE

- June 1** College of Graduate Studies admission application deadline for Fall 2009
- June 2–3** New freshmen orientation (CUSTOMS)
- June 19** Transfer Advising Day
- June 5–6** New freshmen orientation (CUSTOMS)
- June 10–11** New freshmen orientation (CUSTOMS)
- June 16–17** New freshmen orientation (CUSTOMS)
- June 23–24** New freshmen orientation (CUSTOMS)

JULY

- July 1–27** Teacher, TBR, State, UT, and MTSU **employee dependent discount forms** (PC 191B) must be turned in at the Business Office, Cope Building 103, by July 27 for discounts to be included on the bill. Otherwise, forms **MUST** be received by the first day of class. Signatures should not be obtained before July 1, 2009.
- July 3** Holiday–University closed
- July 8–9** New freshmen orientation (CUSTOMS)
- July 10** Transfer Advising Day
- July 14–15** New freshmen orientation (CUSTOMS)
- July 17–18** New freshmen orientation (CUSTOMS)
- July 23–24** New freshmen orientation (CUSTOMS)
- July 28** Fall registration bills available online at RaiderNet (Student Account)
Parking permits may be obtained after fees paid
- July 28–29** New freshmen orientation (CUSTOMS)

- July 28–Aug. 19** Fee payment by mail. **Mailed payments must be postmarked by August 19 and must be mailed in time to be received by August 25.**

- July 28–Aug. 25** Fee payment in person, 8 a.m.–4:30 p.m., Business Office cashier windows, Cope Building or by credit card or e-check on RaiderNet (August 25 until 6:00 p.m.)

Confirm Registration. You must confirm you will attend on RaiderNet if fees are paid in full by financial aid or other credits. **You will be given a CONFIRMATION NUMBER when you successfully complete this process.**

AUGUST

- August 1** Completed packets for Fall 2009 graduate assistantship due in College of Graduate Studies
- August 1–25** TBR, UT, and state employee (PC191A) fee waiver participants register. Turn in form at the Business Office, Cope Building 103, by 4:30 p.m. on August 25.
- August 5** Freshmen who do not attend CUSTOMS eligible to register after advising
- August 7** Transfer Advising Day
- August 10** Transients and special undergraduates eligible to register
- August 17** Undergraduate academic appeal forms due by 4:00 p.m. (not eligible to appeal if student appealed for Fall on May 22)
International Student Orientation
8:30 a.m.–Noon, BAS S128
- August 19** Undergraduate academic appeal committee meets in Business and Aerospace Building
- August 21** Undergraduate academic appeal decisions available
Graduate academic appeal applications from Summer term due in the College of Graduate Studies by 4:00 p.m.
- August 24** Transfer Advising Day
- August 25** **Fee Payment DEADLINE for students who registered April 6–August 25.** Class schedules deleted unless fees are paid or registration confirmed by 4:30 p.m. (Business Office) or 6:00 p.m. (RaiderNet).
Deadline to sign up for direct deposit for refunds to be available August 29

RaiderNet available until 6:00 p.m. for fee payment/confirmation

Graduate academic suspension appeal hearings

- August 28** Last day to drop for a 100% fee adjustment
Last day of COMPASS Placement Testing
- August 29** Classes begin (\$100 late fee charged)
- August 29–Sept. 1** Students who withdraw from school will have all of their financial aid cancelled. Students may owe a refund to MTSU and/or the U.S. Department of Education. Students who withdraw after September 1 will have their financial aid prorated based on the percentage of classes attended as determined by the instructor and/or the official withdrawal date.
- August 29–Sept. 3** **65-year-old, permanently disabled, and 60-year-old (audit) students** register at a reduced rate. No late fee. Turn in authorization form and pay fees, if applicable, at the Business Office, Cope 103, by 4:30 p.m. September 4.
- August 29–September 11** Students who drop or add class(es) will have their financial aid awards adjusted to the number of hours enrolled as of September 11. Students who drop hours or stop attending may owe a refund to MTSU.
- Aug. 31** **Direct deposits** of financial aid refunds sent to students' bank accounts or to the MTSU ecash PayCard.

SEPTEMBER

- Sept. 3** Last day to register or add a course on the Web (RaiderNet)
- Sept. 4** **Fee payment for late registration** at the Business Office, 8 a.m.–4:30 p.m., or 6:00 p.m. on RaiderNet
- Sept. 7** Labor Day Holiday–University Closed
- Sept. 9** **Fee payment for those who selected classes September 5–9** at the Business Office, 8 a.m.–4:30 p.m., or 6:00 p.m. on RaiderNet
- Sept. 11** **Census Date (14 days):** Lottery Scholarship recipients cannot change enrollment status after this date and retain scholarship.
Federal financial aid will be adjusted based on the number of hours enrolled as of this date.
75% fee adjustment deadline. Last day for students (MTSU and RODP) to withdraw from the University or drop to part-time and receive a 75% fee adjustment.
- Sept. 14** Last day for graduate students to file Intent to Graduate forms for December graduation.
- Sept. 25** **25% fee adjustment deadline (MTSU and RODP).** Last day for students to withdraw from the University or drop to part-time and receive a 25% fee adjustment.

Sept. 30 **Second deferred payment installment due**

OCTOBER

- Oct. 1** College of Graduate Studies admission application deadline for **Spring 2010** admission
- Oct. 16** Last day to drop or withdraw with a grade of "W." After this date, courses cannot be dropped on RaiderNet.
- Oct. 17** Written doctoral qualifying exams begin
- Oct. 17–20** Fall Break–no classes
Midterm exams should be scheduled either before students leave for break or soon after their return.
- Oct. 24** Written master's and specialist's comprehensive exams begin
- Oct. 30** **Third deferred payment installation due**

NOVEMBER

- Nov. 4** Official last date of attendance (for students who have not officially withdrawn) will be determined by the instructor. Students who officially or unofficially withdraw before this date may owe a refund to the U.S. Department of Education and/or MTSU.
- Nov. 6** Last day for filing theses and dissertations for December graduation
Students who withdraw on or after this date will not have their financial aid adjusted.
- Nov. 25** Comprehensive exam results due back to College of Graduate Studies
- Nov. 26–28** Thanksgiving Holidays–no classes

DECEMBER

- Dec. 1** Deadline for incoming freshmen and currently enrolled students to apply for 2010–2011 scholarships
- Dec. 2** Last day to withdraw from the University (all classes) and receive a "W" or "F" as determined by the instructor.
Deadline to apply for Student Stafford or Parent PLUS loans for the 2009 Fall semester.
- Dec. 9** Last Day of Classes
- Dec. 10** Study Day–no classes
Completed packets for Spring 2010 graduate assistantship due in College of Graduate Studies
- Dec. 11** Last day to remove "I" grades for graduate students graduating in December
- Dec. 11–17** Final Examinations
- Dec. 19** Commencement
- Dec. 21** Deadline for Final Grades

2010

- Jan. 4–8** Diploma pickup for students who completed degree requirements (See www.mtsu.edu/records/grad.htm for Diploma Availability Status)
- Jan. 14** Spring 2010 Classes Begin
- Feb. 1** Deadline for incoming transfer students to apply for 2010–2011 scholarships.
- Feb. 15** Deadline for most 2010–2011 Foundation scholarships. For more information, visit scholarships.web.mtsu.edu/foundation.htm.



Building Abbreviations

AIR	Airport, Hangar 2
AMG	Alumni Memorial Gym
ATF	Airport Teaching Facility
AWS	Miller Lanier Airway Science
BAS	Business and Aerospace Building
BDA	Boutwell Dramatic Arts
CAB	Cope Administration Building
CKNB	Cason-Kennedy Nursing Building
COMM	Bragg Mass Communication Building
DSB	Davis Science Building
DYS	Center for the Study and Treatment of Dyslexia
EHS	Ellington Human Sciences
EHSA	Ellington Human Sciences Annex
EZEL	Ezell Hall
FAIR	Fairview Building
FEC	Jean A. Jack Flight Education Center
FEH	Felder Hall
FH	Forrest Hall
HC	Horticulture Center
HONR	Paul W. Martin Sr. Honors Building
HSC	Horse Science Center
ING	Sam H. Ingram Building
JCH	Jim Cummings Hall
JH	Jones Hall
JUB	James Union Building
KUC	Keathley University Center
KOM	Kirksey Old Main
LIB	James E. Walker Library
LRC	McWherter Learning Resources Center
MB	McFarland Building
MC	Murphy Center
MGB	Midgett Building
MOH	Monohan Hall
MTMC	Middle Tennessee Medical Center
OBSV	Observatory
PCS	Pittard Campus School
PH	Peck Hall
PHO	Photography Building
POOL	Natorium
REC	Health, Wellness, and Recreation Center
ROTX	ROTC Annex
SAG	Stark Agribusiness and Agriscience Center
SBA	Strobel Biology Annex
SFA	Saunders Fine Arts
SMD	Sports and Medicine Building
SMH	Smith Hall
TBA	See Department Head
TODD	Andrew L. Todd Hall
VA	Vocational Agriculture Building
VET	Voorhies Engineering Technology
VH	Vaughn House (Diagnostic Center)
WPS	Wiser-Patten Science Hall
WMB	Wright Music Building