

# Important Dates

## Class Rosters

Census date rosters are due within one week of census date each Fall and Spring semester.

Accurate reporting is **critical** for state reporting, financial aid and student appeals. The process is easier than ever by simply logging into myLEO and accessing the current roster under Faculty Apps.

\*\*The Registrar's Office will not drop schedules based on Census Day Rosters. Administrative Drops can be processed for excessive absences, prior to the drop deadline, at the instructor's request.

### **Instructions:**

Log into myLEO  
Apps  
Select Census Day Roster icon

## Mid-term Grades

Mid-term grades are due every Fall and Spring for Undergraduate students **ONLY** who are making D's or F's.

Fall: October 26, 2018  
(opens October 19, 2018)

Spring: March 15, 2019  
(opens March 8, 2019)

All grades  
(midterm and final) are available to students via myLEO—Grades are not mailed to the students.

## Final Grades

### **Final Grade due dates:**

Fall 2018: December 17, 2018  
(opens December 7, 2018)

Winter Mini 2019: January 14, 2019  
(opens Jan 4, 2019)

Spring 2019: May 13, 2018  
(opens May 3, 2018)

May Mini 2019: June 3, 2019  
(opens May 24, 2019)

Summer I 2019: July 8, 2019  
(opens June 28, 2019)

Summer I TEN: August 12, 2019  
(opens August 2, 2019)  
\*\*10 week courses

Summer II 2019: August 12, 2019  
(opens August 2, 2019)

August Mini 2019: August 26, 2019  
(opens August 16, 2019)

### **Instructions:**

Log into myLEO  
Faculty Resources  
Faculty Final Grades  
Select Term and Course

### **Census Dates:** (exclude holidays and Saturdays)

Fall - 12th day	September 12, 2018	20th day - September 24, 2018
Spring - 12th day	January 30, 2019	20th day - February 11, 2019
Summer - 4th day	Summer I: June 6, 2019	15th day - June 26, 2019
	Summer II: July 11, 2019	15th day - July 31, 2019
Mini terms - 2nd day	Winter Mini: December 18, 2018	
	May Mini: May 14, 2019	
	August Mini: August 12, 2019	

### ***State Funding Rule***

***Student must be registered by census and paid by: 20th day-Fall/Spring***

***15th day/Summer to count for state funding***

***No extensions for mini terms***



### Additional Links:

Faculty Resources: <http://www.tamuc.edu/admissions/registrar/Faculty%20Resources.aspx>

Academic Calendar: <http://www.tamuc.edu/admissions/registrar/academicCalendars/default.aspx>

Registration Schedule: <http://www.tamuc.edu/admissions/registrar/academicCalendars/registrationSchedule.aspx>

Final Exam Schedule: <http://www.tamuc.edu/admissions/registrar/academicCalendars/final-exam-schedule.aspx>