



Important Messages to Faculty from the University Registrar

www.smu.edu/

IMPORTANT DATES FOR ALL FACULTY

For the complete calendar go to
smu.edu/registrar/pdf/Calendar_2010_2011.pdf

- August 22 - Opening Convocation 5:30 pm
- August 23- First day of classes
- August 27- Last day to enroll/add/drop without grade record or tuition billing
- September 6- Labor Day Holiday
- September 8- Last day to declare pass/fail/no credit
- October 11-12- Fall Break
- November 5 - Last day to drop
- November 23- Last day to withdraw from the University
- December 6- Last day of instruction
- December 7- Reading Day
- December 8-15 - Final Examinations (Grades due 48 hours after final exam.)
- December 18- Graduation 10:00 am

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 12th class day that they wish to do so. Permission of the instructor or department
 is required. 3 3 D V V) D L O ± 1 2 S o u r c e s o f p a s s / f a i l h o u r s a r e t h e m a x i m u m
 total credits that a student can use towards a degree assuming a passing grade in
 the class. Grades of C or higher are considered passing. Deadline to complete
 the Pass/Fail Option Declaration form is the 12th class day. Forms are available in
 the Office of the Academic Dean. More information can be found in the online
 Undergraduate Catalog smu.edu/catalogs/2010/policies.asp

EXCUSED ABSENCES

Students who participate in officially sanctioned scheduled extracurricular activities should be given an opportunity to make up class examinations or other graded assignments missed as a result of this activity. Students should be informed by the L Q V W U X F W R U D W W K H E H J L Q Q L Q J R I W K H W H U P makeup policy. A list of religious holidays for use in requesting excused absences is available on the University Calendar. For the policy regarding religious holidays, visit smu.edu/policy/S1/religion.html For medical absence information, visit smu.edu/healthcenter/policy/absenceclass.asp

FERPA

Before you release any education records information on a student, remember to