Howard University Athletics Student-Athlete Handbook
2019-2020

Excellence • Leadership • Service • Truth
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Message from Athletic Director

Dear Student-Athletes,

Welcome to Howard University

On behalf of the Administration, Coaches and Staff, I want to the first to welcome you to Howard University for the 2019-2020 school year. We are committed to making your experience as a Bison meaningful and fulfilling. Your success and victories begin in the classroom and continue onto your field of athletic competition.

As a first-class institution, Howard is committed to Excellence, Leadership, Service, and Truth. We strive to provide an atmosphere where you can excel and achieve your aspirations through the outstanding support and services our department has to offer. Utilize these valuable resources to enhance your college experience.

This handbook contains important information about the university, policies, resources, and services available to you. It also outlines our expectations of you as a Howard student and an NCAA Division-I student-athlete. This handbook will serve as a great reference tool throughout your time here at Howard.

It is an honor and privilege to be a Howard Bison student-athlete. You represent your family, friends, community, and University. Take pride in your achievements to earn such a distinction.

I look forward to celebrating your accomplishments both in the classroom and on the field. Make your time here on The Hilltop memorable.

In Service and Truth,

Kery Davis, J.D.
Director of Athletics
**Howard University**

*Courtesy of Howard University*

**History**

*courtesy of Howard University Undergraduate*

In November 1866, shortly after the end of the Civil War, members of the First Congregational Society of Washington considered establishing a theological seminary for the education of African-American clergymen. Within a few weeks, the concept expanded to include a provision for establishing a university. Within two years, the university consisted of the colleges of Liberal Arts and Medicine. The new institution was named for General Oliver Otis Howard, a Civil War hero who was both a founder of the University and commissioner of the Freedman’s Bureau.

The University charter was enacted by Congress and subsequently approved by President Andrew Johnson on March 2, 1867, designating the institution as “a University for the education of youth in the liberal arts and sciences.” The University’s designated departments were normal and preparatory, collegiate, theological, medical, law and agriculture. In 1872, the first bachelor’s degree was awarded.

Today, Howard is a four-year, comprehensive, private doctoral/research-extensive institution that has an international blend of faculty and students as it continues to embrace and enhance the founders’ vision to provide an educational experience of exceptional quality. Supported by the federal government, corporations, foundations and individual contributions, the University is recognized as one of the few comprehensive predominately Black institutions of higher education in the world. The 13 schools and colleges that make up the University continue the mission to educate and provide “Excellence in Truth and Service” through more than 200 fields of study.
Mission Statement

Howard University, a culturally diverse, comprehensive, research intensive and historically Black private university, provides an educational experience of exceptional quality at the undergraduate, graduate, and professional levels to students of high academic standing and potential, with particular emphasis upon educational opportunities for Black students. Moreover, the University is dedicated to attracting and sustaining a cadre of faculty who are, through their teaching, research and service, committed to the development of distinguished, historically aware, and compassionate graduates and to the discovery of solutions to human problems in the United States and throughout the world. With an abiding interest in both domestic and international affairs, the University is committed to continuing to produce leaders for America and the global community.

Core Values

Excellence, leadership, service, and truth are our core values. Howard’s aim is to forward the development of scholars and professionals who drive change, and engage in scholarship that provides solutions to contemporary global problems, particularly ones impacting the African Diaspora.

Alma Mater

Reared against the eastern sky
Proudly there on hilltop high,
Far above the lake so blue
Stands old Howard firm and true.

There she stands for truth and right,
Sending forth her rays of light,
Clad in robes of majesty;
O Howard, we sing of thee.

Be thou still our guide and stay
Leading us from day to day;
Make us true and leal and strong,
Ever bold to battle wrong.

When from thee we’ve gone away,
May we strive for thee each day as we sail life’s rugged sea,
O Howard, we’ll sing of thee.
Howard University Policies and Procedures

Title IX Policy

Howard University is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment. The University is dedicated to creating an environment where everyone feels valued, respected and included. Howard does not discriminate on the basis of race, ethnicity, color, national origin, sex (including pregnancy), religion, age, disability, sexual orientation, gender identity, genetic information, veteran’s status, marital status, and/or political affiliation in its programs, activities and employment. Howard complies with all local, state and federal laws prohibiting discrimination, including Title IX, which prohibits discrimination on the basis of sex.

Howard University Title IX Policy

Title IX and NCAA model for student-athlete pregnancy

*courtesy of the NCAA.org

Student-athletes with pregnancy-related conditions, and the choices they make as a result of their pregnancy, are legally protected in a number of ways. The student-athlete has a right to carry her pregnancy to term, the right to terminate her pregnancy and the right to parent. She has the right to continue participating in athletics for as long as is medically safe without harassment or animus. Her athletics award is protected, and its renewal may also be protected. She may have counseling and medical care provided, and she has the right to be free of retaliation if she complains about pregnancy discrimination. In addition to meeting the legal obligations outlined in this policy, a school should develop its policies around an ethic of care. Policies should enable pregnant student-athletes to make informed decisions based on the long-term consequences of those decisions, and aid them in continuing their education, including their athletic careers.

What do I do if I become pregnant?

We recognize that a student-athlete’s pregnancy is often a stressful event. As soon as you learn that you are pregnant, we encourage you to tell someone with whom you feel safe or who can best support you during this difficult time. While you are in the best position to determine who is safe to discuss your pregnancy, we will respect your confidentiality within our institution as long as it is medically safe to do so. At Howard University, we want to help you achieve your academic goals while protecting your physical and psychological health and the health of your pregnancy. You should know that many student-athletes have traversed through these same life transitions successfully, and there is usually no reason to make overly-rushed decisions.
What happens to my team membership?

Federal law provides many legal protections for your continued involvement with our athletics department. As long as you are in good academic standing with the university and you do not voluntarily withdraw from your team, federal law protects your membership on the team. This would include access to services provided to other student-athletes with injuries or temporary disabilities, such as academic tutoring, training table, medical services, rehabilitation services, among others. We will modify your workouts as your pregnancy progresses if needed. Federal law also requires us to grant you as much leave as is medically necessary and to reinstate you to active team membership. You may have to earn back your specific playing position that you achieved before your pregnancy, but others have successfully made the transition back to their former playing shape. You can too.

What happens to my scholarship?

As long as you are in good academic standing with the university and you do not voluntarily withdraw from your team, it is against federal law for us withdraw or reduce your financial aid in the event of your pregnancy, childbirth, conditions related to pregnancy, false pregnancy, termination of pregnancy, recovery from pregnancy, or parental or marital status during the term of the award. Federal law also requires us to grant you as much leave as is medically necessary and to renew your scholarship under certain circumstances. Finally, you should also know that NCAA bylaws allow a female student-athlete to apply for an additional year of eligibility if her athletic career is interrupted by pregnancy.

Who can help me?

We encourage you to find someone trusted within our institution that can help you navigate through the numerous decisions that confront you. Our institution has a number of people that are equipped to help you, such as our University Counseling Services, representatives of the Howard University Student Health Center, and Howard University Hospital.

<table>
<thead>
<tr>
<th>University Counseling Services</th>
<th>Student Health Center Medical Arts Building 2139 Georgia Avenue, 2nd floor, NW (Georgia Ave and W St.)</th>
<th>Howard University Hospital Women’s Wellness Center (WWC) 2041 Georgia Ave, NW Suite 1700</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.B. Powell Building, ground floor 6th &amp; Bryant St, NW</td>
<td>202-345-6709 202-714-7471</td>
<td>202-865-7677 or 4164</td>
</tr>
<tr>
<td>202-806-7540</td>
<td>202-806-7540</td>
<td>202-806-7540</td>
</tr>
</tbody>
</table>

202-345-6709 202-714-7471 202-865-7677 or 4164
How do I continue training and competing?

If you decide to remain pregnant and wish to continue in your sport, we will help you assemble a decision-support team that you feel comfortable with. It could include you, your obstetrician or other maternal health care provider, your coach, athletic trainer, team physician, academic counselor, a mental health counselor or others as needed. Your decision-support team will monitor your health and academic progress, and will assist your rehabilitation and your return to competition if that is your desire. Medically necessary absences due to pregnancy from team activities are considered excused absences.

What is covered by my medical insurance?

Our athletics department will cover your medical expenses and provide the same health benefits provided to other students-athletes with injuries, illnesses, or medical conditions, including counseling services, physical examinations, medical treatment, surgical expenses, medication, rehabilitation and physical therapy expenses and dental expenses. You should contact the athletics department’s Insurance Benefits Coordinator. Insurance and medical care for the baby are not covered by the athletics department.

I’m a male student-athlete and what if my partner becomes pregnant?

Obviously, you won’t be affected by physical changes associated with pregnancy. However, you may suffer psychological stress, have concern about the health of your pregnant partner and her pregnancy, and question your readiness for fatherhood and the personal and financial obligations you face. You may disagree with your partner about the pregnancy, whether to carry the pregnancy to term or to terminate the pregnancy. We encourage you to take advantage of our psychological counseling services and join in any decision-support team your partner may have formed. You should also know that Title IX also protects you from being discriminated against because of your partner’s pregnancy or your status as a parent.

For more information, visit the NCAA model policy:

Pregnant and Parenting Student-Athletes
**Student Code of Conduct**

*courtesy of Howard University Office of Special Student Services*

Howard University affirms that the central purpose of a university is the pursuit of truth, the discovery of new knowledge through scholarly research, the teaching and overall development of students, and the transmission of knowledge and learning to the world at large. The establishment and maintenance of a community where there is freedom to teach and to learn, however, is dependent on maintaining an appropriate sense of order that allows for the pursuit of these objectives in an environment that is both safe and free of invidious disruption.

The *Code* is applicable to all registered students, that is persons who are enrolled in [or registered for] one or more classes offered by Howard University. The terms “student” or “students” as used in this Code refer only to those who meet this definition.

For more information, visit the following link:

[Howard University Student Code of Conduct](#)

**Student Academic Code of Conduct and Academic Integrity**

*courtesy of Howard University Office of Student Affairs*

Howard University is a community of scholars composed of faculty and students both of whom must hold the pursuit of learning and search for truth in the highest regard. Such regard requires adherence to the goal of unquestionable integrity and honesty in the discharge of teaching and learning responsibilities. Such regard allows no place for academic dishonesty. To better assure the realization of this goal any student enrolled for study at the University may be disciplined for the academic infractions defined via the link below.

As part of Howard’s community of scholars, you are expected to hold the pursuit of learning and the search for truth in the highest regard while displaying unquestionable integrity and honesty. There is no place for academic dishonesty, regardless of any seeming advantage or gain that may accrue from such dishonesty.

Students will be disciplined for any intentional act(s) of dishonesty in the fulfillment of academic course or program requirements and for intentionally representing as one’s own, any ideas, writings and works of another without acknowledging that author.

For more information regarding academic conduct and academic integrity, visit the following links:

[Howard University Academic Code of Student Conduct](#)
Academic Policies

Putting students *first* is the priority. The following section provides details related to the academic expectations as a student at Howard University.

**Attendance**

All students are expected to attend classes regularly and promptly. It is especially important to attend the FIRST meeting of each class. It is there that you will receive much of the information critical to your success in the class.

- syllabi, handouts, names of textbooks, instructor contact information, class format, etc. If you are absent from classes or laboratory periods, you are still responsible for the work missed. If you miss a scheduled midterm or final exam, you must obtain your instructor's approval to take a substitute exam or you will receive a grade of zero for the exam.

**Grading**

The following grading system is used at Howard except where otherwise indicated in the school/college bulletins:

- A - excellent 90 and above
- B - good, 80 - 89
- C - fair, 70 - 79
- D - poor, 60 - 69
- F - failure less than 60
- W - official withdrawal (no grade value and not calculated)
- UW - unofficial withdrawal (no grade value and not calculated)
- I - incomplete (grade following I/ calculated)
Required courses in which you receive failing grades must be repeated. Incomplete grades may be assigned ONLY to students who, as a result of circumstances beyond their control (e.g., illness or family emergency) are unable to complete their coursework. Although the student initiates the request for an incomplete grade, the decision to assign an incomplete grade rests solely with the instructor. If the student's request is approved, the instructor establishes and submits specific "make-up" conditions on an Incomplete Grade Processing Form (IGPF). Each incomplete designation ("I") must be accompanied by an alternative grade ("B," "C," "D," or "F"). The alternative grade will become the permanent grade, if the incomplete is not removed.

**Grade Point Average (GPA)**

Your grade point average is a summary of your academic record. The grade point value is determined by multiplying the number of credits (also called hours) a course yields by the grade received for the course. Grades yield points as follows: A= 4; B = 3; C = 2; D = 1; F = 0; W, AD, P, S, U, and UW (not calculated).

The semester grade point average (GPA) is obtained by dividing the number of semester grade points earned by the number of credits attempted for the semester. For example, student attempts five courses totaling 13 credits for the semester, and receives grades as follows: Course 1 (3 credits) - "A", Course 2 (3 credits) - "B"; Course 3 (2 credits) - "B"; Course 4 (1 credit) - "C"; Course 5 (4 credits) - "D". Total semester grade points earned for courses 1 through 5 are respectively: (3 x 4) + (3 x 3) + (2 x 3) + (1 x 2) + (4 x 1) = (12 + 9 + 6 + 2 + 4) = 33. Semester GPA= 33 / 13 = 2.54.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Credits (C)</th>
<th>Grade</th>
<th>Grade Yield Points (G)</th>
<th>Grade Point Value (CxG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3</td>
<td>A</td>
<td>4</td>
<td>3 x 4 = 12</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
<td>B</td>
<td>3</td>
<td>3x3=9</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
<td>B</td>
<td>3</td>
<td>2x3=6</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>C</td>
<td>2</td>
<td>1x2=2</td>
</tr>
<tr>
<td>5</td>
<td>4</td>
<td>D</td>
<td>1</td>
<td>4x1=4</td>
</tr>
<tr>
<td>Totals</td>
<td>13</td>
<td></td>
<td></td>
<td>33</td>
</tr>
</tbody>
</table>
Semester GPA = Total Grade Point Value + Total Credits Example: 2.54 = 33 + 13

The cumulative (or overall) GPA is determined by dividing the number of cumulative (or total) grade points earned at Howard University (including grade points for the most recent grading period) by the cumulative (i.e., total) number of credits attempted at Howard University. For example, student previously attempted 65 credits at Howard University and earned 160 grade points with an old cumulative GPA of 160 + 65 = 2.46. The new cumulative number of credits attempted at Howard University = 65 + 13 = 78; and the new cumulative grade points earned = 160 + 33 = 193. The new cumulative GPA = 193 + 78 = 2.47. The grade point average is computed for all courses not officially canceled that have been taken and/or repeated in the student's program of study.

NOTE: ALL INCOMPLETE GRADES (other than grades for Thesis & Research) must be completed by the student no later than the last day of classes of the semester in which the student is next in residence. (Instructors must submit Special Grade Reports for removing incomplete grades by the last day of the semester.)

At the end of each semester, semester grade reports for students who are United States citizens and permanent residents will be mailed to permanent addresses ONLY. Semester grade reports for international students will be mailed to permanent addresses.

Pass/Fail Regulation

Sophomores, juniors, and seniors with a cumulative average of 2.0 or higher who enroll in at least 12 semester hours per semester, may elect, in addition, one course each semester in a department outside their major and minor sequence under the pass-fail arrangement. This pass-fail arrangement is not available to students in fulfilling hours in general education, but is restricted to electives exclusively. Through this arrangement a student will receive a passing designation if his/her work in the course rates as "D" or better and a failing designation if his/her work in the course rates below "D". Except for students in the School of Business, courses passed under the pass-fail system will count towards graduation requirements. FAILING GRADES WILL BE INDICATED ON THE ACADEMIC RECORD; however, neither the passing grade nor failing grade will be computed in the grade point average.

Students electing a course on a pass-fail basis cannot change later to regular grade basis for the particular course. Until further notice the Pass-Fail Regulation is on an experimental basis and is reviewed annually.

Auditors

Auditing a course consists of attending classes and listening without responsibility. All auditors must be admitted to the University and go through the regular registration process. Tuition for
audited classes is the same as for classes taken for credit. An auditor is not responsible for any assignment or examination. No credit may be earned in an audited course by examination or otherwise. Classes taken on an audit basis will appear on the official academic record.

**Course Repeats**

Effective September 1994

1. An undergraduate student may repeat only once a course for which he/she has received a grade of "D" or "F". The lower grade will not be counted in the computation of the GPA.

2. Exceptions to repeating a course more than once will be made only if it is a major or minor requirement for which the minimum grade of "C" is required, or if a student is ineligible to advance to the next level without a passing grade. All subsequent repeats, after the first one, will be counted in computing the GPA.

3. In all course repeats, the failing or previous grade is not expunged from the academic record.

4. Students are not eligible to graduate with honors if they have repeated a course(s); they have not carried at least 12 credits for each semester enrolled, with the exception of the last semester in residence, and they have not completed the last half of the work required for their degree in residence at Howard University.

**NOTE:** In all cases of Course Repeats the failing or previous grade is NOT expunged from the academic record.

[Howard University Academic Policies and Procedures FAQs Academic Policies and Procedures](#)

**Academic Status**

Academic status categories include good standing, probation, and suspension. The Board of Trustees approved revisions in the probation, suspension, and readmission regulations of the undergraduate schools and colleges in June 1998 (please visit link below for policies and regulations section).

[Academic Probation, Suspension and Readmissions Policy](#)
**Athletic History**

Varsity football was Howard’s first varsity team, with its beginning season in 1893. Its men’s soccer team is the only HBCU Division-I program to have won an NCAA championship in 1974 (Dinkins, 2017). Today, the university boast 19 sports and is a member of the Mid-Eastern Athletic Conference (MEAC). The spirit of the department is enhanced by with sounds of the phenomenal Showtime marching band and energy of the Ooh La La! Dance Team.

**Athletic Department Mission Statement**

The Howard University Department of Intercollegiate Athletics seeks to attract and cultivate student-athletes who reflect Howard’s core mission to develop leaders who will change the world. Our student-athletes pursue excellence in the classroom, on the field of play and in the community. Our Coaches and administrators reinforce these values by instilling the importance of leadership, integrity, discipline, sportsmanship and teamwork.

**Conference Affiliations**

Since 1971, Howard University has been a member of the Mid Eastern Athletic Conference (MEAC). Its members include: Bethune Cookman University, Coppin State University, Delaware State University, Florida A&M University, Hampton University, University of Maryland Eastern Shore, Morgan State University, Norfolk State University, North Carolina Central University, North Carolina A&T State University, Savannah State University, and South Carolina State University.
Howard's swimming and diving program is a member of the Coastal Collegiate Swimming Association. The women's lacrosse program is a member of the Atlantic Sun. Men's soccer holds membership with the Sun Belt Conference, and women's soccer is a member of the Southwestern Athletic Conference (SWAC).

The range of the academic programs offered by the member institutions is of excellent quality and highly respected. Membership in the conference(s) raises the profile of our athletics programs, while providing opportunities for nationwide visibility for our academic programs as well.

**Sponsored Sports**

<table>
<thead>
<tr>
<th>Women's Sports</th>
<th>Men's Sports</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basketball</strong> - Head Coach, Ty Grace</td>
<td><strong>Basketball</strong> - Head Coach, Kenneth Blakeney</td>
</tr>
<tr>
<td><strong>Bowling</strong> - Head Coach, Ron Davis</td>
<td><strong>Cross Country</strong> - Head Coach, David Oliver</td>
</tr>
<tr>
<td><strong>Cross Country</strong> - Head Coach, David Oliver</td>
<td><strong>Football</strong> - Head Coach, Ron Prince</td>
</tr>
<tr>
<td><strong>Lacrosse</strong> - Head Coach, Karli Brentlinger</td>
<td><strong>Soccer</strong> - Head Coach, Phillip Gyau</td>
</tr>
<tr>
<td><strong>Soccer</strong> - Head Coach, Brent Leiba</td>
<td><strong>Swimming and Diving</strong> - Head Coach, Nicholas Askew</td>
</tr>
<tr>
<td><strong>Softball</strong> - Head Coach, Victoria Tyson</td>
<td><strong>Tennis</strong> - Head Coach, Larry Strickland</td>
</tr>
<tr>
<td><strong>Swimming and Diving</strong> - Head Coach, Nicholas Askew</td>
<td><strong>Track and Field</strong> - Head Coach, David Oliver</td>
</tr>
<tr>
<td><strong>Tennis</strong> - Head Coach, Larry Strickland</td>
<td><strong>Volleyball</strong> - Head Coach, Shaun Kupferberg</td>
</tr>
<tr>
<td><strong>Track and Field</strong> - Head Coach, David Oliver</td>
<td></td>
</tr>
</tbody>
</table>

*courtesy of Howard University*
Student-Athlete Rules and Policies

Student-Athlete Code of Conduct

To participate in intercollegiate athletics, student-athletes must maintain athletic and academic eligibility. Your coach, athletic academic advisor, the Compliance staff, the Director of Athletics, the Faculty Athletics Representative (FAR), and the President work together to ensure adherence to all NCAA and MEAC Conference regulations regarding your eligibility. In addition to the University student code of conduct, there are additional policies to adhere to as a student-athlete at Howard University.

Alcohol and Drug Use

District of Columbia law sets a minimum age for the purchase and consumption of alcoholic beverages at 21 years of age. Regardless of your age, Howard Athletics does not allow student-athletes to use alcoholic beverages, tobacco or drugs at any time while representing the University or team at home or when traveling with their team. Additionally, alcoholic beverages are not to be consumed while attending athletic or athletically sponsored events. Reported violations will be investigated by the department and appropriate action will be taken.

Social Media

Be mindful as a student-athlete! Members of third parties, including media, faculty, future employers and NCAA officials can and do access social media profiles and view personal information. Inappropriate material, videos, comments, and posts negatively impact the perception of the student, athletic department and University. A student-athlete can jeopardize his/her athletic eligibility and future employment opportunities as well.

For your own safety and benefit, please keep the following recommendations in mind as you participate in social networking:

- Set your security settings so that “friends only” can view your profile.
- Do not post personal contact information such as email, home address, local address, telephone number(s), current location or other personal information, as it could lead to unwanted attention, such as stalking or identity theft.
- Be careful about who you add as “friends.” Only grant friend status to people you know firsthand. Consider how your postings may be perceived. Perception is often assumed to be reality.
- Utilize your networks to positively impact the brand/reputation of who you are
Student-Athlete Employment

In Bylaw 12.4.1, a student-athlete is permitted to earn legitimate employment income at any time, as long as the following requirements are met:

You are:
1. Compensated for work you actually performed and hours you actually worked;
2. Receiving a rate of pay that is proportionate to the rate of pay received by other individuals being paid for similar work performed in the locale in which work is being performed;
3. Receiving benefits that are the same as all other similarly situated employees. For instance, it is not permissible for your employer to provide you meals or transportation if meals or transportation are not available for all employees;
4. Documenting all employment with the compliance staff.

You are NOT:
1. Receiving compensation and/or benefits based on publicity, reputation, or personal fame as a result of your athletic ability or affiliation;
2. Being paid in advance of work yet to be performed;

Note to international student-athletes: You may NOT work off-campus.

NCAA Rules and Regulations

NCAA Mission Statement

In addition to the purposes and fundamental policies of the National Collegiate Athletic Association, members of Division I support the following principles in the belief that these statements assist in defining the nature and purposes of the division. These statements are not binding on member institutions but serve as a guide for the preparation and legislation by the division and for planning and implementation of programs by institutions and conferences.

A member of Division I:

- Subscribes to high standards of academic quality, as well as breadth of academic opportunity; Strives in its athletics program for regional and national excellence and prominence. Accordingly, its recruitment of student-athletes and its emphasis on and support of athletics programs are, in most cases, regional and national in scope;

- Recognizes the dual objective in its athletics program of serving both the university or college community (participants, student body, faculty, staff, alumni) and the general public (community, area, state, nation);
• Believes in offering extensive opportunities for participation in varsity intercollegiate athletics for both men and women;

• Sponsors at the highest feasible level of intercollegiate competition one or both of the traditional spectator-oriented, income-producing sports of football and basketball. In doing so, members of Division I recognize the differences in institutional objectives in support of football; therefore, the division provides competition in that sport in Division I-A and Division I-AA;

• Believes in scheduling its athletic contests primarily with other members of Division I, especially in the emphasized, spectator-oriented sports, as a reflection of its goal of maintaining an appropriate competitive level in its sports program;

• Strives to finance its athletics program insofar as possible from revenues generated by the program itself. All funds supporting athletics should be controlled by the institution; and,

• Understands respects and supports the programs and philosophies of other divisions.

Occasionally, institutions from other divisions or athletic associations will seek membership in Division I. In such cases, the applicants should be required to meet, over a period of time, prescribed criteria for Division I membership in order to assure that such institutions agree and comply with the principles and program objectives embodied in this statement.
**NCAA and Academics**

In addition to your responsibilities as a Howard University student, there are rules and regulations implemented by the NCAA that are your responsibility to know and abide by as a student-athlete. The following section details these policies regarding course load, major declaration, progress toward degree, and other NCAA policies. For additional clarification, ask a professional on our Compliance staff.

**Good Academic Standing**

Student-athletes must be in good academic standing to be eligible for competition. Student-athletes are in good academic standing if they are enrolled in a minimum of 12 credits hours AND have a cumulative 2.00 GPA or better. If at any time during the year a student-athlete is suspended from the University for academic or disciplinary reasons, s/he may not practice or compete in intercollegiate athletics.

**Course Load Requirements**

For NCAA purposes, all student-athletes must be enrolled full-time each semester (i.e. minimum of 12 credits for undergraduates). However, Howard University requires all student-athletes to carry a minimum of 15 credits each semester (unless you’re in your graduation semester). Please note, students who drop below 15 credits will be required to make up the credits during summer session. Please visit your athletic academic counselor for further instruction prior to dropping course.

Students who drop below 12 credits are NOT eligible for practice or competition.

**Declaring a Major**

The NCAA requires student-athletes to declare their major no later than their fifth semester. At Howard, for student-athletes who have not officially declared a major upon matriculation into the institution, Howard Athletics requires ALL STUDENT-ATHLETES to declare their major no later than the beginning of their third semester. For guidance on this process, visit with your departmental academic advisor.

**NCAA Academic Eligibility**

*N* courtesy of University of Nebraska Athletics Department

NCAA and Howard University rules require that a student-athlete is a full-time, degree-seeking student in order to represent Howard in athletic practice and competition. This means you must be
enrolled in at least 12 credit hours if enrolled in an undergraduate program and at least nine credit hours if enrolled in a graduate program.

A student-athlete, enrolled as an undergraduate student or as a graduate student, is required to complete a minimum of six semester hours of degree-applicable academic credit in the previous full-time regular academic term to be eligible for competition. To be eligible to compete in a postseason event (e.g., conference tournament, bowl game, NCAA Championship) that occurs between regular terms, a student-athlete must have completed 6 semester hours of degree-applicable credit in the previous academic term.

**Full-Time Enrollment Exception**

A student-athlete is not required to be enrolled full-time to participate in practice and competition if he or she meets both of the requirements below:

1. The student-athlete is in the last semester of his or her undergraduate degree; and
2. The student-athlete is in the final hours for the completion of his or her degree.

**NCAA Progress Toward Degree (PTD) Requirements for Competition Eligibility**

1. Before third semester of full-time enrollment:
   
   A. Completed/passed 24 credit hours that count toward your degree (all hours must be taken at Howard)*
   B. 1.8 GPA minimum

   *All student-athletes must successful pass 6 credit hours each semester. Football student-athletes must pass 9 credit hours within the fall semester.

2. Before fifth semester of full-time enrollment:

   A. Declare a Degree
   B. From the previous two terms, pass a minimum of 18 credits that go toward your degree.
   C. Must have completed 40% of your degree requirements.
   D. 1.9 GPA minimum.

3. Before seventh semester of full-time enrollment:

   A. From the previous two terms, pass a minimum of 18 credits that go toward your degree.
   B. Must have completed 60% of your degree requirements.
C. 2.0 GPA minimum.

4. Before ninth semester of full-time enrollment:

   A. From the previous two terms, pass a minimum of 18 credits that go toward your degree.
   B. Must have completed 80% of your degree requirements.
   C. 2.0 GPA minimum.

**Academic Fraud and Misconduct**

*Courtesy of the University of Nebraska Athletics Department*

Per NCAA rules, a student-athlete shall not be involved in academic misconduct:

1. Involving a current or former institutional staff member or representative of athletics interests (e.g., donor, fan, booster etc.);

2. Without the involvement of a current or former institutional staff member or representative of athletics interests, that results in:
   
   a) An erroneous declaration of eligibility to participate in intercollegiate athletics and the student-athlete subsequently competes for the institution while ineligible;

   b) An erroneous declaration of eligibility to receive financial aid and the student-athlete subsequently receives financial aid while ineligible; or

   c) The erroneous awarding of an Academic Progress Rate (APR) point; or

3. Involving the alteration or falsification of a student-athlete’s transcript or academic record.

In addition, a current or former institutional staff member or a representative of an institution’s athletics interests shall not provide impermissible academic assistance to a student-athlete.

**Impermissible academic assistance is defined as:**

1. Substantial assistance that is not generally available to an institution’s students and is not otherwise expressly authorized in Bylaw 16.3, which results in the certification of a student-athlete’s eligibility to participate in intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate point; or
2. An academic exception that results in a grade change, academic credit or fulfilment of a graduation requirement when such an exception is not generally available to the institution’s students and the exception results in the certification of a student-athlete’s eligibility to participate in intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate point.

Additional NCAA Rules and Regulations

Agents

In accordance with Bylaw 12.3.1, an individual shall be ineligible for participation in an intercollegiate sport if he or she ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport.

In accordance with Bylaw 12.3.1.1, an individual shall be ineligible if he or she enters into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his or her eligibility in that sport.

In accordance with Bylaw 12.3.1.2, an individual shall be ineligible if he or she (or his or her relatives of friends) accept transportation or other benefits from:

a) Any person who represents any individual in the marketing of his or her athletics ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the student body in general; or

b) An agent, even if the agent has indicated that he or she has no interest in representing the student-athlete in the marketing of his or her athletics ability or reputation and does not represent individuals in the student-athlete’s sport.

Amateurism

As a participant of NCAA intercollegiate athletics, you have been granted amateur status in order to compete in your respective sport. In accordance with NCAA Bylaw 12.1.2, a student-athlete can jeopardize his/her status by:

- Using his or her athletic skill for pay in any form in that sport;
  Accept a promise to pay even if such pay is to be received following completion of participation;
Sins a contract or commitment of any kind to play professional athletics, regardless of its legal enforceability or any consideration received, except as permitted by Bylaw 12.2.5.1; Receives, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based on athletic skill or participation, except as permitted by NCAA rules and regulations; Competes on any professional athletics team per Bylaw 12.02.12, even if no pay or remuneration for expenses was received, except as permitted in Bylaw 12.2.3.2.1; After initial full-time collegiate enrollment, enters into a professional draft; Enters into an agreement with an agent. (NCAA, 2018, p. 35-36)

Extra Benefits
*courtesy of Colorado State University Athletic Department

In accordance with NCAA Bylaw 16.11.2, an extra benefit is any special arrangement by an institutional employee or a booster (i.e. fan, donor, support of HU Athletics) to provide a student-athlete, or his/her friends or relatives, a benefit not authorized by the NCAA. The benefits a student-athlete may NOT receive include, BUT ARE NOT LIMITED TO:

- Money;
- special discount;
- payment arrangement or credit on a purchase (airline ticket, clothes) or service (laundry, typing);
- free or reduced-cost professional services not available on the same basis to the general student body;
- use of a telephone, pager or credit card for personal reasons without charge or at a reduced rate;
- entertainment services (movie tickets, dinners, use of car) from commercial agencies (theaters, restaurants, car dealers) without charge or at reduced rates, or free or reduced-cost admission to professional athletics contests from professional sports organizations, unless such services are available to the student body in general;
- guarantee of bond;
- signing or cosigning a note with an outside agency to arrange a loan;
- preferential treatment, benefits or services based on his/her athletics reputation or skill or pay-back potential as a future professional;
- free or reduced-cost athletics equipment, supplies or clothing directly from a manufacturer or commercial enterprise;
- free or reduced cost room and/or board;
- Payment or other compensation for work not performed or at unreasonable levels for the work performed;
- Employment arrangements for a student-athlete or prospect’s relatives or friends;
- Payment of registration fees or other expenses to attend HU sports camp or clinic;
- Use of personal property (boats, summer homes, cars, computers, stereos);
- Holiday or birthday presents;
- Promise of employment after college graduation;
- Purchase of items or services from a prospect/student-athlete or their relatives at inflated prices;
- Payment or arrangements for payment of transportation costs incurred by a student-athlete or prospect’s relatives or friends; or
- Anything given because an individual is a student-athlete.

Before you act, ask! A violation can jeopardize your athletic eligibility. If in doubt, contact the Compliance Office.
Gambling
*Courtesy of the NCAA.org

The NCAA opposes all forms of legal and illegal sports wagering, which has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community.

For more information, visit the Don’t Bet On It! sports wagering brochures

Ineligible!
Don't Bet On It!
Don't Bet On It Pro Sports

Official Travel

Standards for team conduct will be established and reviewed by your head coach when you are on official travel with your team. Specific requirements for dress, individual conduct, curfews and free-time will be discussed.

At times, official team travel and athletic events may conflict with your academic classes. In general, faculty members are understanding, provided that students inform them prior to travel and as early as possible about anticipated absences. Communication from the student-athlete to the faculty member is key.

During your competition season, each student-athlete will be provided a travel schedule to provide each faculty member, along with a form letter that details future travel. It is very important that the faculty member receives the travel schedule as this form letter will require the faculty member’s signature. This form will be returned to your academic advisor/learning specialist.

Schedule a time to review the course schedule with your professor and discuss any possible conflicts with exams, projects, or papers. Make sure you understand your professor’s requirements. Each professor will determine how you will make up missed work. Do not assume that all professors will follow the same make-up policy. If you experience any difficulties in working out a schedule for make-up work, contact your academic advisor/learning specialist immediately.

If your professor requires additional documentation of your team travel, request a letter from your academic advisor/learning specialist at least one week in advance of the trip. You should also reconfirm your absence with your professors at least a week prior to departure. At that time, arrange to make up missed course work that results from traveling with your team.

Please note:
1. There is no official university travel policy at Howard University.
2. Not all professors will accommodate athletic travel
3. It is best to arrange to take exams and submit assignments prior to team travel
**Student-Athlete Support Services**

Student-athletes at Howard University have many resources available to support them in maintaining satisfactory academic progress. These resources include those available to all Howard students; additionally, the athletics department provides a professional staff and facilities designed with the student-athlete in mind. We provide programs, advising, and support for all student-athletes from matriculation to graduation. Well-being and an overall positive experience for every student-athlete is our priority.

Services include one-on-one academic advising, study hall and tutoring facilities, along with academic development programming for student-athletes to promote personal growth and maturation towards developing well-rounded graduates prepared for successful careers. All student-athletes are encouraged to utilize any and all academic support services and facilities provided by the athletics department.

**Staff**

Paul Bowden, Associate Athletic Director of Student-Athlete Support Services and Compliance
Paul.bowden@howard.edu

**Academics**

Morgan Fisher, Assistant Director of Student-Athlete Support Services
Morgan.fisher@howard.edu

Jada Crocker, Athletic Academic Advisor
Jada.crocker@howard.edu
First and foremost, each student-athlete is ultimately responsible for their academic progress at Howard University. This includes being fully aware and knowledgeable of the following:

1. All University policies, rules, and regulations;
2. Individual degree program requirements; and
3. NCAA policies, rules, and regulations

To assist student-athletes with this process, each team is assigned an athletic academic advisor who works alongside academic advisors in the respective academic departments. In addition to academic monitoring, Athletic academic advisors provide direction to available resources to ensure student-athletes are successful inside and outside of the classroom.

Learning Specialists

These individuals not only work with students in an advisory capacity, they also work with students individually to identify strategies and methods that best fit with the student’s learning style. They also serve as liaisons with the office of disability services for students who may need accommodations to facilitate a more ideal learning environment. Students are always encouraged to contact a learning specialist to learn more about the services offered.
Study Hall

All student-athletes who fall within the prescribed categories are required to complete study hall hours in designated study hall locations. Additional arrangements may be made under the consultation of the Assistant Director or the student-athlete's assigned athletic academic advisor.

All first-years, transfers, and student-athletes with a cumulative GPA below 2.5 are required to complete a **minimum** of 6 hours of study hall each week. Please note, some teams have higher GPA requirements.

Rules for Study Hall:
1. No food or drink in study space
2. No sleeping
3. No loud music. Headphones and earbuds are enforced
4. No loud talking and/or disruptive behavior
5. No inappropriate use of University computers (e.g. pornography, social media, YouTube, stealing/destroying University property)

ALL issues will be reported to coaches. Proctors have the authority to dismiss a student-athlete from a study session if (s)he is disruptive, disrespectful, or unproductive. The proctor will log entry/exit time. It is YOUR responsibility to keep track of your cumulative hours. **PAY ATTENTION TO WHEN TIMES ARE RECORDED.** It is in your best interest to record your time for checks and balances.

Any freshman or transfer student-athlete who earns a minimum of 3.0 GPA in their first semester can have their study hours reduced.

Burr Annex Computer Lab and Study Room Procedures

Student-Athlete Support Services offer student-athlete a computer lab equipped with MAC iOS computers, printing abilities, and WiFi for those with personal computers. Same study hall rules apply in the computer lab facility.
Study Hall Hours:

<table>
<thead>
<tr>
<th>Burr Annex Study Hall Hours of Operation:</th>
<th>Academic Support Building B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Friday: 9:00 a.m.-5:00 p.m.</td>
<td>Monday-Friday 8:00 a.m. – 8:00 p.m.</td>
</tr>
<tr>
<td>Saturday &amp; Sunday: CLOSED</td>
<td>Saturday &amp; Sunday: CLOSED</td>
</tr>
</tbody>
</table>

Off-site Study Hall Procedures

The following locations have been approved as off-site study hall locations:
1. Writing Lab – Locke Hall, room 100
2. TLSS – Academic Support Building B
3. Professor’s Office

In order to utilize the off-site locations, student-athletes must coordinate with their athletic academic advisor/learning specialist first.

*Tutoring*

For most students, tutoring services are not free; however, this is a service offered to our student-athletes at no charge. For student-athletes desiring additional assistance with coursework, Student-Athlete Support Services, in conjunction with the Office of Undergraduate Studies, offers tutoring at the request of the student-athlete.

All tutor requests forms should be sent to your Athletic Academic Advisor. Requests will be matched based upon subject matter and tutor availability. Appointments are made and confirmed via email or Bison Advisor platform.
**Tutor Rules:**

1. Tutoring is a privilege, NOT a right! If you abuse it, you'll lose it.

2. **Regular attendance.** Attend all schedule classes, tutoring, and study sessions. If you are unable to attend due to illness or an emergency, be sure to contact the tutor 24 hours prior to the session.

3. **Consistent attendance.** Failure to show up for a tutoring session without prior notification may result in the loss of tutoring services.

4. **Prepare.** Complete all assignments and bring study material to all tutoring sessions.

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**Student-Athlete Engagement**

**Life Skills**

As an NCAA member institution, Howard Athletics take pride in providing student-athletes opportunities to develop as students, athletes, and individuals. Through the Life Skills program, student-athletes have the ability to be involved in events and activities that foster personal and professional development. Opportunities such as resume workshops, health seminars, community service, and career preparation events enhance the overall student-athlete experience and the transition to life after sport. Various activities are offered throughout the academic year and teams are strongly encouraged to participate. The program has a commitment to the five pillars which originated from the foundational NCAA C.H.A.M.P.S./Life Skills Program: *courtesy of San Jose State University Athletics Department*

1. **Commitment to Academic Excellence** - ensures that each student-athlete has the opportunity to excel in their chosen field of study and that our athletics programs will provide services to support and enhance the academic success of our student-athletes.

2. **Commitment to Athletics Excellence** – ensures that each student-athlete will be provided facilities, coaching staffs, and support services that enable him/her to excel in a broad program of sports. The fundamental principles of these programs will be based on a commitment to sportsmanship, equity, fair play, and integrity.

3. **Commitment to Personal Development** – ensures that each student-athlete participating in the life skills program will be provided with opportunities to focus on personal growth in areas such as goal setting, fiscal responsibility, decision making, and stress management. Each of these components will be focused toward the well-being of our student-athletes.

4. **Commitment to Services** – to challenge our student-athletes to give back to the University and Washington D.C. community. With a clearly defined program of service, our student-athletes will be given the opportunities to develop the foundation for a lifelong commitment of volunteerism.
5. **Commitment to Career Development** – places priority on preparing for life after college sports. The program will acquaint our student-athletes with resume building, the job search process, and provide networking opportunities, leading to the next phase in life. As our programs work toward the development of the total person, the ultimate goal is to develop productive individuals who will achieve rewarding careers.

**SAAC**

The Student-Athlete Advisory Committee (SAAC) is a leadership and advocacy organization comprised of current student-athletes, representing each team sponsored by the athletics department. SAACs help to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare and fostering a positive image (NCAA.org, 2018).

The Howard University SAAC is designed to:

- Generate a voice for student-athletes within the department of athletics
- Solicit student-athlete response to proposed NCAA legislation
- Suggest potential NCAA legislation
- Organize community service efforts
- Create an opportunity for student-athlete representation on campus-wide committees

The Athletic Director’s visible support is vital to the success of any student-athlete committee. Such support shows the student-athletes, athletics personnel and campus-wide community that the philosophy of student-athlete involvement comes from the top and will generate support from all groups.

Those serving on SAAC should represent the diversity of our student-athlete population. Representatives from each sport serve as liaisons between the committee and his/her individual team.
HOWARD UNIVERSITY

2019-2020 ACADEMIC CALENDAR

(Excluding Dentistry, Law, Medicine and Nontraditional Programs)

FALL (FIRST) SEMESTER 2019

June 21, Friday
Early Processing deadline for receipt of all required Financial Aid documents for Fall 2019 Consideration. Documents include (but not limited to) Verification, Independent Status Petition, Special Circumstances Appeal, Satisfactory Academic Progress (SAP) Appeal, College Enrollment Verification, Authorization to Apply Title IV Funds

July 1, Monday
Deadline for required health documents for new entrants

July 21, Sunday
Payment-in-full due for Fall 2019 (ALL STUDENTS)

Deadline to enroll in the Payment Plan via TouchNet at 25% down payment (Enrollment Fee is required)

August 9, Friday to August 10, Saturday
Residence Halls open for check-in of New Entrants at 8 A.M. Department will notify new entrants of check in times and dates

August 12, Monday
Fall disbursements of financial aid to student accounts (Graduate and Professional students)

August 12, Monday to August 16, Friday
ORIENTATION, ACADEMIC ADVISEMENT AND COURSE REGISTRATION, for all New Undergraduate Students

August 15, Thursday to August 16, Friday
Residence Halls open for Continuing Students at 9:00 A.M. (No Weekend Residence Hall Check-in)

August 19, Monday to August 30, Friday
LATE REGISTRATION/CHANGE OF PROGRAM PERIOD (Add or drop a course without a grade of "W," change from one section to another, change from credit to audit or audit to credit). Late registration fee assessed for all new registrations.

August 19, Monday
FORMAL CLASSES BEGIN

Date Policy: Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 23, Friday</td>
<td>Deadline for receipt of approved applications for Intra-University Transfer for Fall 2019 in the Office of the Registrar</td>
</tr>
<tr>
<td>August 26, Monday</td>
<td>First day validated students can request institutional short-term emergency loan</td>
</tr>
</tbody>
</table>
| August 30, Friday | **LAST DAY TO REGISTER FOR FALL 2019**  
Deadline to receive 100% refund of tuition/fees  
Deadline for students to add, change or cancel meal plan charges                                |
| September 2, Monday | UNIVERSITY CLOSED - Labor Day Observed                                                                                            |
| September 3, Tuesday | Fall disbursements of financial aid to student accounts (Undergraduate students)                  |
| September 6, Friday | Registration holds for Spring 2020 applied to all accounts with a balance greater than zero and late payment fees assessed.  
Deadline for students checking out of meal mandated Residence Halls to receive 50% refund of meal plan charges.  
Deadline to receive 50% refund of tuition/fees                                                                 |
| September 20, Friday | OPENING CONVOCATION  
Cramton Auditorium, 11:00 A.M. (Classes Suspended from 10:00 A.M- 1:00 P.M)    
Deadline for students checking out of Residence Halls to receive 50% refund of housing charges. Students will be assessed 25% of housing charge upon checking out after this date  
Deadline to receive 50% refund of tuition/fees                                                                 |
| September 23, Monday |  
Deadline for students checking out of Residence Halls to receive 25% refund of housing charges  
Deadline for students checking out of meal mandated Residence Halls and/or withdrawing from the University to receive 25% of meal plan charges  
Deadline to receive 25% refund of tuition/fees (Last day for tuition/fees refunds)                                                                 |
| October 1, Tuesday | 2020-2021 Free Application for Federal Student Aid (FAFSA) available                                                                 |
| October 4, Friday | Deadline for instructors to submit Midterm, Unofficial Withdrawal (UW) and Never Reported (NR) status reports via BisonWeb for Fall 2019 |
| October 18, Friday | Deadline for students checking out of Residence Halls to receive 25% refund of housing charges  
Deadline for students checking out of meal mandated Residence Halls and/or withdrawing from the University to receive 25% of meal plan charges  
Deadline to receive 25% refund of tuition/fees (Last day for tuition/fees refunds)                                                                 |

**Date Policy:** Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
Final Enrollment Census Date

**October 21, Monday**  
Spring 2020 Registration begins for Continuing Students  
BisonWeb is available for registration from **9AM to midnight** each day

<table>
<thead>
<tr>
<th>DAY</th>
<th>DATE</th>
<th>CLASSIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>October 21</td>
<td>Senior</td>
</tr>
<tr>
<td>Tuesday</td>
<td>October 22</td>
<td>Junior</td>
</tr>
<tr>
<td>Wednesday</td>
<td>October 23</td>
<td>Sophomore</td>
</tr>
<tr>
<td>Thursday</td>
<td>October 24</td>
<td>Freshman &amp; Unclassified</td>
</tr>
<tr>
<td>Friday</td>
<td>October 25</td>
<td>Graduate</td>
</tr>
</tbody>
</table>

**October 21, Monday to March 29, Sunday**  
Graduation Application available via BisonWeb for Spring 2020 prospective candidates

**October 26, Saturday**  
College of Arts and Sciences Senior Comprehensive Examinations in major fields for prospective December 2019, May and Summer 2020 graduates

**November 1, Friday**  
Fall 2020 First-Time in College Early Action Admission Application deadline

**Priority deadline for receipt of 2020-2021 Free Application for Federal Student Aid (FAFSA) for Prospective and Continuing Students**

**November 8, Friday**  
**LAST DAY TO WITHDRAW FROM A Fall 2019 COURSE**

**November 8, Friday**  
**LAST DAY TO COMPLETE A TOTAL WITHDRAWAL FROM THE UNIVERSITY**  
https://www2.howard.edu/withdrawal

**LAST DAY TO REQUEST INSTITUTIONAL SHORT-TERM EMERGENCY LOAN**

**November 11, Monday**  
UNIVERSITY CLOSED – Veterans Day Observed

**November 27, Wednesday**  
**FORMAL CLASSES END**  
Classes and University Services Suspended at NOON

**Date Policy:** Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
DEADLINE FOR STUDENTS TO CLEAR SPRING 2019 INCOMPLETE GRADES WITH INSTRUCTORS

November 28, Thursday to December 1, Sunday
UNIVERSITY CLOSED - THANKSGIVING RECESS- No dining services provided during recess

November 29, Friday
Deadline for payment of institutional short-term emergency loans

December 1, Sunday
Spring 2020 Bills available via BisonWeb

December 2, Monday
Deadline for required health documents for new entrants

December 2, Monday to December 3, Tuesday
Students without a financial hold may begin to pay $200 Advanced payment for RSVP Housing Deposit for the 2020-2021 academic year. (Continuing students only)

DEPARTMENTAL EXAMINATIONS

<table>
<thead>
<tr>
<th>Departments</th>
<th>Examination Dates</th>
<th>Examination Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>Monday, December 2\textsuperscript{nd}</td>
<td>8:00 a.m. – 10:00 a.m.</td>
</tr>
<tr>
<td>French 001, 002, &amp; 003</td>
<td>Monday, December 2\textsuperscript{nd}</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
<tr>
<td>Spanish 001, 002 &amp; 003</td>
<td>Monday, December 2\textsuperscript{nd}</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>Monday, December 2\textsuperscript{nd}</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
<tr>
<td>General Physics</td>
<td>Monday, December 2\textsuperscript{nd}</td>
<td>10:30 a.m. – 12:30 p.m.</td>
</tr>
<tr>
<td>Economics 001 &amp; 002</td>
<td>Tuesday, December 3\textsuperscript{rd}</td>
<td>8:00 a.m. – 10:00 a.m.</td>
</tr>
<tr>
<td>Comprehensive Sciences</td>
<td>Tuesday, December 3\textsuperscript{rd}</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Classical Mythology</td>
<td>Tuesday, December 3\textsuperscript{rd}</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Tuesday, December 3\textsuperscript{rd}</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
</tbody>
</table>

Date Policy: Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
December 4, Wednesday to December 10, Tuesday

**FINAL EXAMINATIONS**
(Deadline for instructors to submit final grades via BisonWeb is five calendar days after the scheduled final examination)

<table>
<thead>
<tr>
<th>Class Meeting Time</th>
<th>Examination Date</th>
<th>Examination Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>MWF 8:10 a.m.</td>
<td>Wednesday, December 4th</td>
<td>8:00 a.m. – 10:00 a.m.</td>
</tr>
<tr>
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December 6, Friday | Deadline for academic deans to submit Special Grade Reports to the Office of the Registrar for removal of Spring 2019 incomplete grades

| Deadline for prospective December 2019 Graduates to apply for graduation via BisonWeb

December 10, Tuesday | FIRST SEMESTER ENDS

December 11, Wednesday | Residence Halls close at NOON - No dining services on this day

December 13, Friday | Payment-in-full due for Spring 2020 (All Students)

| Deadline to enroll in the Payment Plan via TouchNet at 25% down payment (Enrollment Fee is required)

December 16, Monday to January 1, 2020 Wednesday | UNIVERSITY CLOSED - WINTER RECESS

| No dining services provided during the recess

SPRING (SECOND) SEMESTER 2020

January 3, Friday | Spring financial aid disbursements for eligible Graduate, Professional and Undergraduate students

January 9, Thursday | Residence Halls open for check-in for New Residents at 10:00 A.M.

January 10, Friday | ORIENTATION, ACADEMIC ADVISEMENT, COURSE REGISTRATION, and PAYMENT of tuition/fees for all New Undergraduate Students

| Residence Halls open for check-in of Continuing Students at 10:00 A.M.

January 13, Monday to January 24, Friday | LATE REGISTRATION/CHANGE OF PROGRAM PERIOD (Add or drop a course without a grade of "W," change from one section to another, change from credit to audit or audit to credit). Late registration fee assessed for all new registrations.

January 13, Monday | FORMAL CLASSES BEGIN

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<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 20, Monday</td>
<td>UNIVERSITY CLOSED - Martin Luther King, Jr.’s Birthday Observed</td>
</tr>
<tr>
<td>January, 24 Friday</td>
<td>LAST DAY TO REGISTER FOR SPRING 2020</td>
</tr>
<tr>
<td></td>
<td>Payment-in-full is due for students who register for the first time during the late registration period</td>
</tr>
<tr>
<td></td>
<td>Deadline for receipt of December 2019 Graduation Recommendations in the Office of the Registrar</td>
</tr>
<tr>
<td></td>
<td>Deadline for receipt of approved applications for Intra-University Transfers for Spring 2020 in Office of the Registrar</td>
</tr>
<tr>
<td></td>
<td>Deadline for students to add, change or cancel meal plan charges</td>
</tr>
<tr>
<td></td>
<td>Deadline for students checking out of Residence Halls to receive 50% refund of housing charges</td>
</tr>
<tr>
<td></td>
<td>Deadline for students checking out of meal mandated Residence Halls and/or withdrawing from the University to receive 50% of meal plan charges</td>
</tr>
<tr>
<td></td>
<td>Financial holds applied to all accounts with a balance greater than zero and late payment fees assessed.</td>
</tr>
<tr>
<td>February 7, Friday</td>
<td>Financial holds applied to all accounts with a balance greater than zero.</td>
</tr>
<tr>
<td>February 14, Friday</td>
<td>Regular Decision deadline for receipt of First-Time in College applications for admission for Fall 2020</td>
</tr>
<tr>
<td></td>
<td>Deadline to receive 50% refund of tuition/fees</td>
</tr>
<tr>
<td></td>
<td>Deadline for students checking out of Residence Halls and/or withdrawing from the University to receive 25% of meal plan and/or housing charges</td>
</tr>
<tr>
<td></td>
<td>Preliminary Enrollment Census date</td>
</tr>
<tr>
<td>February 17, Monday</td>
<td>UNIVERSITY CLOSED - Presidents Day Observed</td>
</tr>
<tr>
<td></td>
<td>Review RSVP points for Housing Selection 2020-2021</td>
</tr>
</tbody>
</table>

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2019-2020 Academic Calendar

March 6, Friday

CHARTER DAY CONVOCATION
Cramton Auditorium, 11:00 A.M. (Classes suspended from 10:00 A.M. - 1:00 P.M.)

Deadline for instructors to submit Midterm, Unofficial Withdrawal (UW) and Never Reported (NR) status reports via BisonWeb

$200 Housing Deposit is due

Deadline to receive 25% refund of tuition/fees (Last day for tuition/fees refunds)

Final Enrollment Census date

March 14, Saturday to March 22, Sunday

Spring Break

March 28, Saturday

Senior Comprehensive Examination in major fields for College of Arts and Sciences prospective May, Summer, and December 2020 graduates

March 30, Monday

Fall 2020 Registration begins for Continuing Students
BisonWeb is available for registration from 9AM to midnight each day

<table>
<thead>
<tr>
<th>DAY</th>
<th>DATE</th>
<th>CLASSIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>March 30</td>
<td>Senior</td>
</tr>
<tr>
<td>Tuesday</td>
<td>March 31</td>
<td>Junior</td>
</tr>
<tr>
<td>Wednesday</td>
<td>April 1</td>
<td>Sophomore</td>
</tr>
<tr>
<td>Thursday</td>
<td>April 2</td>
<td>Freshman &amp; Unclassified</td>
</tr>
<tr>
<td>Friday</td>
<td>April 3</td>
<td>Graduate</td>
</tr>
</tbody>
</table>

March 30, Monday to April 3, Friday

Eligible students may make online housing selections for those who submitted their Advanced Rent Payment (Continuing Students Only)

April 3, Friday

LAST DAY TO WITHDRAW FROM A Spring 2020 COURSE

April 3, Friday

LAST DAY TO COMPLETE A TOTAL WITHDRAWAL FROM THE UNIVERSITY
https://www2.howard.edu/withdrawal

April 3, Friday

Deadline for prospective Spring 2020 graduates to apply for graduation via BisonWeb

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April 17, Friday  
Deadline for receipt of Housing applications for Continuing Students for Summer 2020

April 20, Monday  
Summer 2020 Registration begins for Continuing Students  
BisonWeb is available for registration from 9AM to midnight each day

April 20, Monday to July 6, Monday  
Graduation Application available via BisonWeb for Summer 2020 prospective candidates

April 21, Tuesday to April 23, Thursday  
**FINAL EXAMINATIONS FOR PROSPECTIVE SPRING 2020 GRADUATES**

April 24, Friday  
**FORMAL CLASSES END**  
**DEADLINE FOR INSTRUCTORS TO SUBMIT GRADES FOR PROSPECTIVE GRADUATES**

April 27, Monday to April 28, Tuesday  
**DEPARTMENTAL EXAMINATIONS**  
(Deadline for instructors to submit final grades via BisonWeb is five calendar days after the scheduled final examination)

<table>
<thead>
<tr>
<th>Departments</th>
<th>Examination Dates</th>
<th>Examination Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>Monday, April 27th</td>
<td>8:00 a.m. – 10:00 a.m.</td>
</tr>
<tr>
<td>French 001, 002, &amp; 003</td>
<td>Monday, April 27th</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
<tr>
<td>Spanish 001, 002 &amp; 003</td>
<td>Monday, April 27th</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>Monday, April 27th</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
<tr>
<td>General Physics</td>
<td>Monday, April 27th</td>
<td>10:30 a.m. – 12:30 p.m.</td>
</tr>
<tr>
<td>Economics 001 &amp; 002</td>
<td>Tuesday, April 28th</td>
<td>8:00 a.m. – 10:00 a.m.</td>
</tr>
<tr>
<td>Comprehensive Sciences</td>
<td>Tuesday, April 28th</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Classical Mythology</td>
<td>Tuesday, April 28th</td>
<td>1:00 p.m. – 3:00 p.m.</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Tuesday, April 28th</td>
<td>3:30 p.m. – 5:30 p.m.</td>
</tr>
</tbody>
</table>

April 28, Tuesday  
Deadline for students to clear Fall 2019 incomplete grades with instructors

**Date Policy:** Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
**2019-2020 Academic Calendar**

**April 29, Wednesday to May 5, Tuesday**

**FINAL EXAMINATIONS**
(Deadline for instructors to submit final grades via BisonWeb is five calendar days after the scheduled final examination)

<table>
<thead>
<tr>
<th>Class Meeting Time</th>
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</tr>
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<tr>
<td>MWF 8:10 a.m.</td>
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**NOTE:** FOR THOSE CLASSES THAT MEET ONCE WEEKLY OR AT A TIME NOT SHOWN ABOVE, THE INSTRUCTOR SHOULD SCHEDULE, IN CONSULTATION WITH THE STUDENT(S) INVOLVED, THE FINAL EXAM (IF ANY) WITH THEIR DEPARTMENT CHAIR TO ARRANGE FOR AN EXAMINATION ROOM

**Date Policy:** Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.
May 1, Friday  
**DEADLINE FOR ACADEMIC DEANS TO SUBMIT SPECIAL GRADE REPORTS TO THE OFFICE OF THE REGISTRAR FOR REMOVAL OF INCOMPLETE GRADES FOR FALL 2019**

May 8, Friday  
**SECOND SEMESTER ENDS**
Deadline for receipt of May 2020 Graduation Recommendations in the Office of the Registrar

May 9, Saturday  
**COMMENCEMENT**
Upper Quadrangle - Main Campus, 10:00 A.M.

May 10, Sunday
Check out for all undergraduate students at 12:00 P.M.

May 11, Monday
Check out for fall spring 2020 graduates at 12:00 P.M.

May 15, Friday
Evaluate Satisfactory Academic Progress (SAP) for 2020-2021
Residence Halls open for check-in of Summer Session I residents

June 5, Friday
Priority Processing Deadline for receipt of all required Financial Aid Documents for Fall 2020 consideration. Documents include (but not limited to) Verification, Independent Status Petition, Special Circumstances Appeal, College Enrollment Verification, Authorization to Apply Title IV Funds

Deadline for Satisfactory Academic Progress (SAP) Appeals for the 2020-2021 academic year

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**SUMMER SCHOOL 2020**

**SESSION I: May 18 to June 21**
Registration: May 14 to 18

**SESSION II: June 22 to July 26**
Registration: June 20 to 24

**SUMMER SESSION I**

May 8, Friday  
Summer I financial aid disbursements for eligible students

May 14, Thursday to  
REGISTRATION for all students; Payment in-full is due upon registration

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2019-2020 Academic Calendar

May 18, Monday
(Add or drop a course without a grade of "W," change from one section to another, change from credit to auditor audit to credit)

Consortium Registration

May 18, Monday
**FORMAL CLASSES BEGIN**
**Payment Due in Full for Summer Registration (All Students)**

Deadline to receive 100% refund of tuition/fees

May 20, Wednesday
**Summer Registration Disenrollment due to nonpayment**

May 25, Monday
UNIVERSITY CLOSED - Memorial Day Observed

May 26, Tuesday
Deadline to receive 50% refund of tuition/fees

May 29, Friday
Graduation holds applied for Summer 2020 graduates

Deadline to receive 25% refund of tuition/fees

June 5, Friday
**LAST DAY TO WITHDRAW FROM A COURSE**

June 5, Friday
**LAST DAY TO COMPLETE A TOTAL WITHDRAWAL FROM THE UNIVERSITY** (Summer Session 1)

June 17, Wednesday
**FORMAL CLASSES END**

June 18, Thursday to June 20, Saturday
**FINAL EXAMINATIONS**
(Deadline for instructors to submit final grades via BisonWeb is 3 calendar days after the scheduled final examination)

June 20, Saturday
Deadline for faculty to submit Unofficial Withdrawal (UW) and Never Reported (NR) status reports via BisonWeb for Summer Session I 2020

June 21, Sunday
**FIRST FIVE-WEEK SUMMER SESSION ENDS**

Residence Halls close for Summer Session I residents

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2019-2020 Academic Calendar

June 27, Saturday

Official GRADUATION DATE for Summer 2020-degree recipients in the Colleges of Dentistry, Medicine and Pharmacy only

FINAL EXAMINATION SCHEDULE FOR SESSION I

<table>
<thead>
<tr>
<th>Date, Day</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>June 18, Thursday</td>
<td>6:30 A.M. - 8:30 A.M.</td>
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<tr>
<td>June 18, Thursday</td>
<td>8:00 A.M. - 10:00 A.M.</td>
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<tr>
<td>June 19, Friday</td>
<td>8:00 A.M. - 10:00 A.M.</td>
</tr>
<tr>
<td>June 20, Saturday</td>
<td>9:00 A.M. - 11:00 A.M.</td>
</tr>
<tr>
<td>June 18, Thursday</td>
<td>11:00 A.M. - 1:00 P.M.</td>
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### SUMMER SESSION II

- **June 12, Friday**: Summer II financial aid disbursements for eligible students
- **June 18, Thursday to June 22, Monday**: Registration for all students; Payment in-full is due upon registration (Add or drop a course without a grade of "W," change from one section to another, change from credit to audit or audit to credit)
  - Consortium Registration
- **June 19, Friday**: Residence Hall check-in for Summer Session II residents at 10:00 AM
- **June 22, Monday**: **FORMAL CLASSES BEGIN**
  - Payment Due in Full for Summer Registration (All Students)
  - Deadline to receive 100% refund of tuition/fees
- **June 24, Wednesday**: Summer Registration Disenrollment due to nonpayment
- **June 26, Friday**: **LAST DAY TO WITHDRAW FROM A COURSE**
  - **LAST DAY TO COMPLETE A TOTAL WITHDRAWAL FROM THE UNIVERSITY** (for Summer Session II)
- **June 29, Monday**: Deadline to receive 50% refund of tuition/fees
- **July 3, Friday**: UNIVERSITY CLOSED - Independence Day Observed
  - Deadline to receive 25% refund of tuition/fees
- **July 22, Wednesday**: **FORMAL CLASSES END**
- **July 23, Thursday to July 25, Saturday**: **FINAL EXAMINATIONS**
  - (Deadline for instructors to submit final grades via BisonWeb is 3 calendar days after the scheduled final examination)
- **July 25, Saturday**: Residence Halls close for Summer Session II residents

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SECOND FIVE-WEEK SUMMER SESSION ENDS

Deadline for faculty to submit Unofficial Withdrawal (UW) and Never Reported (NR) status reports via BisonWeb for Summer Session II 2020

FINAL EXAMINATION SCHEDULE FOR SESSION II

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 22, Wednesday</td>
<td>6:30 A.M. - 8:30 A.M.</td>
</tr>
<tr>
<td>July 22, Wednesday</td>
<td>8:00 A.M. - 10:00 A.M.</td>
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<tr>
<td>July 23, Thursday</td>
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