



March 11, 2019

MEMORANDUM

TO: Council of Chief Academic Officers

FROM: Hae K. Okimoto, PhD 
Associate Vice President for Student Affairs

SUBJECT: UH Online Parts of Term Calendar for Summer II 2019 - Summer II 2021

At the November 28, 2018 joint meeting of the Council of Chief Academic Officers (CCAO) and Council of Senior Student Affairs Officers (CSSAO), campus leaders agreed to use a common calendar for the new UH Online 5-week courses for all our campuses. The proposed parts of term (below) have been reviewed by CSSAO.

Please note that for 5-week parts of term, some of the calculated administrative dates fall on the weekend and/or holiday*; in those cases, the last day for the action is moved to the next business day (and the technical "tech" deadline is noted). Also, for 5-week parts of term, the turnaround for submitting grades is short. (Grades will be rolled the next day - so all grades must be in by the deadline.) (*Updated 7-10-2020)

Having these common parts of term dates for the UH Online 5 week courses will be critical not only for our student success, but will provide efficiencies for our administrative offices as students enroll in courses throughout the UH system.

SUMMER II 2019	Full Term (6 Weeks)	5 Week Course
Total days	30	25
First day of instruction	Mon, July 1	Mon, July 1
Last day to add/100% refund	Tues, July 2	Tues, July 2
Last day to drop a course without a W/50% refund	Mon, July 8	Mon, July 8*
Last day to withdraw	Wed, July 24	Fri, July 19
Last day of instruction	Fri, Aug 9	Fri, Aug 2
Holidays/Non-instructional days	Thurs, July 4	Thurs, July 4
Last day for faculty to submit grades	Tues, Aug 13	Sun, Aug 4, 11:59pm

*The calculated date for this deadline falls on the weekend, so the deadline is set for the following business day.

FALL 2019	Full term	Part of Term 1	Part of Term 2	Part of Term 3
Total days	75	24	25	25
First day of instruction	Mon, Aug 26	Mon, Aug 26	Mon, Sept 30	Mon, Nov 4
Last day to add/100% refund	Tues, Sept 3	Tues, Aug 27	Tues, Oct 1	Tues, Nov 5
Last day to drop a course without a W/50% refund	Tues, Sept 17	Tues, Sept 3*	Mon, Oct 7*	Tues, Nov 12*
Last day to withdraw	Mon, Nov 4	Fri, Sept 13	Fri, Oct 18	Wed, Nov 27
Last day of instruction	Thurs, Dec 12	Fri, Sept 27	Fri, Nov 1	Fri, Dec 13
Last day of the FULL TERM	Fri, Dec 20			
Holidays/ Non- instructional days	Mon, Sept 2 Mon, Nov 11, Thurs-Fri, Nov 28-29	Mon, Sept 2	None	Mon, Nov 11, Thurs-Fri, Nov 28-29
Last day for faculty to submit grades	Tues, Dec 24 - 4:30pm	Sun, Sept 29- 11:59 pm	Sun, Nov 3- 11:59 pm	Sun, Dec 15-, 11:59 pm

SPRING 2020	Full term	Part of Term 1	Part of Term 2	Part of Term 3
Total days	75	24	23	24
First day of instruction	Mon, Jan 13	Mon, Jan 13	Tues, Feb 18	Mon, Mar 30
Last day to add/100% refund	Tues, Jan 21	Tues, Jan 14	Wed, Feb 19	Mon, Mar 31
Last day to drop a course without a W/50% refund	Wed, Feb 5	Mon, Jan 20	Mon, Feb 24	Mon, Apr 6
Last day to withdraw	Fri, Mar 27	Fri, Jan 31	Wed, Mar 11	Fri, Apr 17
Last day of instruction	Thurs, May 7	Fri, Feb 14	Fri, Mar 27	Fri, May 1
Last day of the FULL TERM	Fri, May 15			
Holidays/ Non- instructional days	Mon, Jan 20 Mon, Feb 17 Spring Break: Mar 16-20 Thurs, Mar 26 Fri, Apr 10	Mon, Jan 20	Mon, Feb 17 Spring Break: Mar 16-20 Thurs, Mar 26	Fri, Apr 10
Last day for faculty to submit grades	Tues, May 19	Sun, Feb 16 (or Mon, Feb 17 which is a holiday)- 11:59 pm	Sun, Mar 29- 11:59 pm	Sun, May 3 - 11:59 pm

SUMMER I 2020	Full Term (6 Weeks)	5 Week Course
Total days	27	23
First day of instruction	Tues, May 26	Tues, May 26
Last day to add/100% refund	Wed, May 27	Wed, May 27
Last day to drop a course without a W/50% refund	Mon, Jun 1	Mon, Jun 1
Last day to withdraw	Tues, Jun 16	Mon, Jun 15
Last day of instruction	Thurs, July 2	Fri, June 26
Holidays/ Non- instructional days	Thurs, June 11 Fri, July 3	Thurs, June 11
Last day for faculty to submit grades	Tues, Aug 18	Sun, June 28 - 11:59 pm

SUMMER II 2020	Full Term (6 Weeks)	5 Week Course
Total days	30	25
First day of instruction	Mon, July 6	Mon, July 6
Last day to add/100% refund	Tues, July 7	Tues, July 7
Last day to drop a course without a W/50% refund	Mon, July 13	Mon, July 13
Last day to withdraw	Wed, July 29	Fri, July 24
Last day of instruction	Fri, Aug 14	Fri, Aug 7
Holidays/ Non- instructional days	-	-
Last day for faculty to submit grades	Tues, Aug 18	Sun, Aug 9

FALL 2020	Full term	Part of Term 1	Part of Term 2	Part of Term 3
Total days	74	24	25	25
First day of instruction	Mon, Aug 24	Mon, Aug 24	Mon, Sept 28	Mon, Nov 2
Last day to add/100% refund	Tues, Sept 1	Tues, Aug 25	Tues, Sept 29	Tues, Nov 3
Last day to drop a course without a W/50% refund	Tues, Sept 15	Mon, Aug 31	Mon, Oct 5	Mon, Nov 9
Last day to withdraw	Mon, Dec 2	Fri, Sept 11	Fri, Oct 16	Tues, Nov 24
Last day of instruction	Thur, Dec 10	Fri, Sept 25	Fri, Oct. 30	Fri, Dec 11
Last day of the FULL TERM	Fri, Dec 18			
Holidays/ Non- instructional days	Mon, Sept 7 Tues, Nov .3, Wed., Nov 11, Thurs-Fri, Nov 26-27	Mon, Sept 7	-	Tues, Nov .3, Wed., Nov 11, Thurs-Fri, Nov 26- 27
Last day for faculty to submit grades	Tues, Dec 22	Sun, Sept 27- 11:59 pm	Sun, Nov 1 - 11:59 pm	Sun, Dec 13 11:59 pm

SPRING 2021	Full term	Part of Term 1	Part of Term 2	Part of Term 3
Total days	76	24	23	24
First day of instruction	Mon, Jan 11	Mon, Jan 11	Tues, Feb 16	Mon, Mar 29
Last day to add/100% refund	Jan 19	Tues, Jan 12	Wed, Feb 17	Tues, Mar 30
Last day to drop a course without a W/50% refund	Feb 3	Mon, Jan 18*	Mon, Feb 22	Mon, Apr 5*
Last day to withdraw	Mar 29	Fri, Jan 29	Tues, Mar 9	Fri, Apr 16
Last day of instruction	Fri, May 7	Fri, Feb 12	Thurs, Mar 25	Fri, Apr 30
Last day of the FULL TERM	Fri, May 14			
Holidays/ Non- instructional days	Mon, Jan 18 Mon, Feb 15 Spring Break: Mar 15-19 Fri, Mar 26	Mon, Jan 18	Mon, Feb 15 Spring Break: Mar 15-19 Fri, Mar 26	-
Last day for faculty to submit grades	Tues, May 18	Sun, Feb 14 - 11:59 pm	Sun, Mar 28- 11:59 pm	Sun, May 2 11:59 pm

SUMMER I 2021	Full Term (6 Weeks)	5 Week Course
Total days	28	23
First day of instruction	Mon, May 24	Mon, May 24
Last day to add/100% refund	Tues, May 25	Tues, May 25
Lastday to drop a course without a W/50% refund	Mon, May 31	Mon, May 31*
Last day to withdraw	Wed, Jun 16	Fri, Jun 11
Last day of instruction	Fri, July 2	Fri, June 25
Holidays/ Non- instructional days	Mon, May 31 Fri, June 11	Mon, May 31 Fri, June 11
Last day for faculty to submit grades	Tues, Aug 17	Sun, June 27 11:59 pm

SUMMER II 2021	Full Term (6 Weeks)	5 Week Course
Total days	29	24
First day of instruction	Tues, July 6	Tues, July 6
Last day to add/100% refund	Wed, July 7	Wed, Jul 7
Last day to drop a course without a W/50% refund	Mon, July 12	Mon, Jul 12*
Last day to withdraw	Wed, July 28	Mon, Jul 26*
Last day of instruction	Fri, Aug 13	Fri, Aug 6
Holidays/ Non- instructional days	None	None
Last day for faculty to submit grades	Tues, Aug 17	Sun, Aug 8 11:59 pm