

ACADEMIC CALENDAR

Calendar Highlights 2017-2018

	Fall 2017	Spring 2018	Summer 2018
Last Day for 100% tuition refund upon withdrawal (WD)	August 28	January 16	May 14
First Day of Class	August 28	January 16	May 14 (See schedule of classes)
Last Day to Add Classes or Drop without a WD grade	September 11	January 29	May 21
Last day to withdraw (WD) from a course	November 10	April 6	June 22
Dates that classes DO NOT MEET	Labor Day September 4 Midterm Break October 10 Thanksgiving November 22 - November 26 Exam conflict/Study Day December 11	Martin Luther King January 15 Spring Break March 12 - March 18 Exam conflict/Study Day May 1	Memorial Day May 28 Independence Day July 4
Final Critique and Exams	December 12 through December 18	May 2 through May 8	
Last Day of Class	December 18	May 8	July 20 (See schedule of classes)
Grades Due Online	December 20	May 10	July 23

Important Telephone Numbers

Admissions (toll-free)	(800) 331-0834
Admissions	(718) 636-3514
Career Services	(718) 636-3506
Student Financial Services	(718) 636-3599
Health & Counseling Services	(718) 399-4542
International Affairs Office	(718) 636-3674
Library (Circulation Desk)	(718) 636-3420
Registrar	(718) 636-3663
Residential Life	(718) 399-4550
Security	(718) 636-3540
Student Involvement and Orientation	(718) 636-3422

Academic Advisors

Architecture	(718) 399-4333
Art	(718) 636-3611
Design	(718) 636-3611
Information	(212) 647-7682
Intensive English Program	(718) 636-3450
Writing Programs	(718) 399-4497

FALL 2017

REGISTRATION

Monday, February 6

SU/FA schedule due to Registrar's Office

Monday, March 6

Fall schedule goes live online

Monday, March 20

Academic advisement begins

Monday, April 3

Online registration begins for continuing students.

Sunday, August 27

Last day of preregistration for continuing students.

Sunday, July 1**(TENTATIVE)**

New student registration.

Monday, September 11

Last day to add a class
Last day to drop a class without a WD grade recorded. No new registrations accepted after this date.

Friday, November 10

Last day for course withdrawal.

NEW STUDENT ORIENTATION

Saturday, August 19 –**Friday, August 25**

New student orientation held; loan entrance interviews.

PAYMENT/FINANCIAL

Friday, June 9

Student loan application deadline.

Tuesday, August 1

Continuing students' tuition payment deadline.

Tuesday, August 1

New students' tuition payment deadline.

Wednesday, August 2

Late payment fee \$195 in effect

Monday, August 28

Last day for 100% tuition refund upon withdrawal.

HOUSING

Sunday, August 20

Entering freshman, transfer, and graduate students check-in to residence halls, 9 am to 5 pm.

Friday, August 25

Continuing students' check-in to residence halls, 9 am to 5 pm.

Saturday, December 16

Noon checkout deadline for graduating students and those who cancelled spring residence hall license.

Note: Students residing

on-campus Spring 2018 do not check-out of their Fall rooms.

ACADEMIC

Mid-June to**End of July (Online)**

English Proficiency exam given for international students.

Wednesday, August 16

Design Management classes begin

Monday, August 28

Arts and Cultural Management classes begin

Monday, August 28

Classes begin.

Monday, September 4

Labor Day - no classes.

Monday, September 11

Last day to add a class or drop without a WD grade recorded.

Monday, October 9

Columbus Day - classes meet, offices closed.

Tuesday, October 10

Midterm Break. No classes. Institute offices open.

Friday, November 10

Last day for course withdrawal.

Wednesday, November 22 –**Sunday, November 26**

Thanksgiving - no classes. Offices open on 11/22 only

Monday, December 11

Exam conflict/Study Day

Tuesday, December 12 –**Monday, December 18**

Final critique and exam week.

Friday, December 15

Last day for students to submit graduation applications to the registrar's office for May graduation. Review for graduation begins January 8.

Monday, December 18

Fall semester ends. Last day to change grades from previous spring/summer semesters.

Wednesday, December 20

All final grades due online by 3:00 pm.

Sunday, December 24 –**Monday, January 1**

Winter vacation.

Refund Schedule

Course Withdrawal Refund Schedule Fall 2017

Prior to and including August 28	Full refund
August 29 – September 4	85% refund
September 5 – September 11	70% refund
September 12 – September 18	55% refund
After September 18	No refund

The refunds above are calculated using the date you dropped your course online or submitted your completed drop/add form to the Office of the Registrar (Myrtle Hall 6th Floor). No penalty is assessed for undergraduate withdrawals when a full-time credit load (12-18 credits) is carried before and after the drop/add.

Housing Cancellation Refund Schedule Fall 2017

Please refer to the housing license to determine the cancellation penalty/refund

Meal Plan Cancellation Refund Schedule

SPRING 2018

REGISTRATION

Monday, September 25

Spring schedule due to Registrar's Office.

Wednesday, October 18

Spring schedule goes live online.

Monday, October 23

Academic advisement begins

Monday, November 6

Continuing students' online registration for spring begins.

Monday, January 29

Last day to add a class
Last day to drop a class without a WD grade recorded.
No new registrations accepted after this date.

Friday, April 6

Last day for course withdrawal.

NEW STUDENT ORIENTATION

Thursday, January 11

English Proficiency exam given for international students

Friday, January 12

New student orientation held.

PAYMENT/FINANCIAL

Wednesday, October 4

Recommended date to file spring financial aid and student loan applications for students who did not file for fall term.

Friday, December 15

Continuing students' tuition payment deadline for spring.

Tuesday, January 2

All continuing students should begin to file financial aid forms for summer 2018/fall 2018/spring 2019 financial aid award packages.

Friday, January 12

New students' tuition payment deadline

Tuesday, January 16

Last day for 100% tuition refund upon withdrawal.

Monday, January 29

Recommended filing deadline for financial aid applications for the next academic year.

Thursday, April 5

Recommended filing deadline for 2018/19 student loan applications.

HOUSING

Thursday, January 11

Entering freshman, transfer, and graduate students' check-in to residence hall, 9 am to 5 pm.

Wednesday, May 9

Noon checkout deadline for non-graduating students and those students without a summer session I residence hall license.

Saturday, May 12 (TENTATIVE)

Noon checkout deadline for graduating students.

NOTE: students residing on-campus Summer 2018 Session I do not check-out of their Spring room until notified their SU room is ready.

ACADEMIC

Wednesday, November 1

All international students' applications and documents due.

Saturday, January 6

Graduate Design Management and Arts and Cultural Management classes begin.

Thursday, January 11

English proficiency exam for international students.

Saturday, January 13

Sat/Sun classes begin

Monday, January 15

Martin Luther King Day - no classes.

Tuesday, January 16

Weekday classes begin.

Tuesday, January 30

Last day to add a class or drop without a WD grade recorded.

Monday, February 19

President's Day - classes meet. Offices closed.

Monday, March 12 – Sunday, March 18

Spring break.

Sunday, March 25

Last day to submit a graduation application for October and February graduation.

Friday, April 6

Last day for course withdrawal.

Tuesday, May 1

Exam conflict/Study Day

Wednesday, May 2 – Tuesday, May 8

Final critique and exam week. Classes end. Graduate Design Management and Arts and Cultural Management classes end.

Tuesday, May 8

Last day to change grades from previous fall semesters.

Thursday, May 10

All final grades due online by 3:00 pm.

Tuesday, May 8 – Sunday, May 13 (TENTATIVE)

Pratt Shows

Week after classes end (TENTATIVE)

Graduation Awards Convocation

Week after classes end (TENTATIVE)

Commencement

Refund Schedule

Course Withdrawal Refund Schedule Spring 2018

Prior to and including January 16	Full refund
January 17 – January 23	85% refund
January 24 – January 30	70% refund
January 31 – February 6	55% refund
After February 6	No refund

Housing Cancellation Refund Schedule Spring 2018

Please refer to the housing license to determine the cancellation penalty/refund

Meal Plan Cancellation Refund Schedule

The refunds above are calculated using the date you completed your transaction online or submitted your completed drop/add form to the Office of the Registrar (Myrtle Hall 6th floor). No penalty is assessed for undergraduate withdrawals when a full-time credit load (12-18 credits) is carried before and after the drop/add.

SUMMER 2018

REGISTRATION

Monday, April 9

Registration for all summer classes begins

Monday, May 14

First day of classes.

Monday, May 21

Last day to add a class
Last day to drop summer classes without a WD grade recorded.
No new summer session registrations accepted after this date.

Friday, June 22

Last day for withdrawal (WD) from a summer class.

PAYMENT/FINANCIAL

Monday, May 14

Summer tuition deadline

HOUSING

Note: Move-ins continue weekly through the end of Summer Session

Saturday, July 21

Noon FINAL checkout deadline for students without fall residence hall license.

Note: Students residing on-campus Fall 2018 do not check-out of their SU room until notified their Fall room is ready.

ACADEMIC

Saturday, May 12

Graduate Design Management and Arts and Cultural Management classes begin.

Monday, May 14

Summer session classes begin.

Monday, May 21

Last day to add a class
Last day to drop without a WD grade recorded.
No new summer session registrations accepted after this date.

Monday, May 28

Memorial Day - no classes.

Friday, June 22

Last day for course withdrawal from summer session

Wednesday, July 4

Independence Day - no classes.

Friday, July 20

Summer session classes end.

Monday, July 23

Summer Grades due online by 3 pm.

Summer 2018

Course Withdrawal Refund Schedule

Prior to and including May 14	Full refund
May 15 through May 21	55% refund
After May 21	No refund

The above refunds are calculated using the date you dropped your classes online or submitted your completed drop/add form to the Office of the Registrar (Myrtle Hall 6th floor).

Housing Cancellation Refund Schedule

Please refer to the housing license to determine the cancellation penalty/refund

Meal Plan Cancellation Refund Schedule

Please refer to the cancellation penalty schedule on the back of your meal plan contract to determine the cancellation penalty/refund.