Academic Calendar Deadlines

Administrative Withdrawal

To ensure that all available class seats are filled with students, COCC enforces an attendance policy. Students must attend the first class meeting and 100 percent of the first week's class and lab meetings. (For classes that do not span the entire term the student must attend the first class session.)

Faculty should use Faculty Web to print two class rosters the first week of term (Monday and then again on Wednesday). If a student misses ANY class session during the first week's classes without notifying you, draw a line through the student's name (please do not cross off the student ID number), initial next to it, and submit the two rosters to Student Records. Detailed instructions will be emailed to all instructors by Enrollment Services on the first day of each term.

Midterm Grades

- Grades are due the 6th Wednesday of the term
  - Fall term: 8am, Wednesday, November 4, 2015
  - Winter term: 8am, Wednesday, February 10, 2016
  - Spring term: 8am, Wednesday, May 4, 2016
  - Summer term: 8am, Wednesday, July 27, 2016 (FULL TERM CLASSES ONLY)

Final Grades

- Grades are due the Wednesday following Finals Week
  - Fall term: 8am, Wednesday, December 16, 2015
  - Winter term: 8am, Wednesday, March 23, 2016
  - Spring term: 8am, Wednesday, June 15, 2016
  - Summer term: 8am, Wednesday, August 31, 2016

Student Drop Deadlines for FULL TERM classes only (see Short-Term Class Refund and Drop Deadlines on the Academic Calendar – Important Dates)	**Results in:**
Second Friday of term, 5pm **Students can drop class(es) via online system, in person at all COCC campuses or over phone (541-383-7500)** - Fall term: October 9, 2015, 5pm - Winter term: January 15, 2016, 5pm - Spring term: April 8, 2016, 5pm - Summer term: July 1, 2016, 1pm	100% refund No grade on transcript
Seventh Friday of term, 5pm **Students can drop class(es) in person at all COCC campuses or over phone (541-383-7500) (online drops are NOT available)** - Fall term: November 13, 2015, 5pm - Winter term: February 19, 2016, 5pm - Spring term: May 13, 2016, 5pm - Summer term: August 5, 2016 1pm	No refund No grade on transcript
Wednesday before finals week, 5pm **Instructor approval is required, either a signature on the registration (add/drop) form or electronically. Students can drop class(es) in person at all COCC campuses or over phone (541-383-7500) (online drops are NOT available)** - Fall term: December 2, 2015, 6pm - Winter term: March 9, 2016, 6pm - Spring term: June 1, 2016, 6pm - Summer term: August 17, 2016, 6pm (term does not have a finals week)	No refund "W" (withdrawal) grade on transcript