

**SCC – WINTER QUARTER 2019 IMPORTANT DATES TO REMEMBER
(SIGNATURE REQUIREMENTS AND OTHER DEADLINES)**

January 2 (Wednesday)	➤ WINTER QUARTER CLASSES BEGIN!
January 3 📢	➤ Last day to add classes online in ctcLink or in-person without instructors signature/permission ➤ Last day for students to be automatically moved to waitlisted classes (if space available by noon)
January 4 – 8	➤ Instructor signature required to add classes even if space is available ➤ Division dean AND instructor signatures required for full online classes ➤ CCS employees, Washington State Public Employees and Senior Citizens tuition waivers (as space available). (No signatures required January 4 th ; instructor signatures required January 7 th & 8 th)
January 8 (Tuesday) 📢	➤ Last day to receive 100% refund for reducing credits or withdrawing from WINTER Quarter
January 9 - continued	➤ To ADD a class: Instructor AND Vice President of Instruction signature/permission required ((Dynamic Dated or OEE (open entry/exit) enrollment classes may be added without instructor signature through the first day of class)) ➤ Division dean, instructor AND Vice President of Instruction approval is required for full online classes
January 9 – 22 📢	➤ 50% refund period for reducing credits or withdrawing from WINTER Quarter ➤ NO TUITION REFUNDS AFTER JANUARY 22
January 15 📢	➤ Financial Census Date ➤ Last day to drop classes to prevent “W” being posted on transcript
January 16 – February 19	➤ Dropping classes will post “W” on transcript
January 21	➤ Holiday – Martin Luther King, Jr. Day. Campus Closed
February 8	➤ Financial Aid priority date for new SPRING Quarter 2019 students. Students who submit documents after this date may be awarded on a funds-available basis. The Financial Aid Office cannot guarantee that awards will be available by the tuition due date
February 11	➤ Current student registration for SPRING Quarter begins for students with 30 or more credits
February 13	➤ Current student registration for SPRING Quarter begins for students with less than 30 credits
February 15	➤ Returning students and students with prior college (not currently enrolled) registration begins for SPRING Quarter
February 18	➤ Holiday – Presidents’ Day. Campus Closed
February 19 📢	➤ Last day to drop classes or make schedule changes from WINTER Quarter ➤ Last day for “W” grade for WINTER Quarter
March 7	➤ TUITION PAYMENT DUE FOR SPRING QUARTER REGISTRATION. Students who register after March 7, tuition payment is due by 4:30pm the next business day ➤ Last day to enroll for Tuition Installment Payment Plan (TIPP) registration by 4:30pm
March 11	➤ New Student Admission application deadline for SPRING Quarter (for new students with no prior college)
March 14	➤ WINTER Quarter grade rosters available to faculty for grading
March 18	➤ Study Day. No Classes
March 19-21	➤ Final exam days
March 21	➤ Last day of WINTER Quarter classes
March 22	➤ Faculty Workday
March 25	➤ WINTER Quarter grades must be submitted online by 8:00 pm
March 26	➤ WINTER Quarter grades available to students on ctcLink Student Center. View grades at www.ctcLink.spokane.edu