

**University of Colorado Denver  
Downtown Denver Campus  
College of Engineering and Applied Science Fall 2009 Registration and Academic Deadlines**

⌚ *All UCD students are required to have an official UCD e-mail account. UCD uses this email account to convey important information to you. It is the responsibility of all students at UCD to check your UCD email account on a regular basis to ensure you are getting important and up to date information.*

⌚ *ALL students are responsible for completing financial arrangements with financial aid, family, scholarships, etc. DO NOT ASSUME ANYTHING WHEN DEALING WITH YOUR UCD FINANCIAL OBLIGATIONS.*

⌚ *Students taking any Engineering course MUST FOLLOW ALL PREREQUISITE REQUIREMENTS for registered courses. If you do not have the prerequisite(s) for a course you are enrolled in, you MAY be dropped without notice. The consequences of enrolling in a course without the proper prerequisites are your responsibility both financially and academically.*

- **August 16 by 5pm** Last day to withdraw from all classes and receive refund of \$200.00 advanced payment.
- **August 17** First day of Fall 2009 semester classes.
- **August 23** Last day to waitlist and/or add courses using SMART web registration. If your name does not appear on the official class roster, YOU ARE NOT ENROLLED IN THE COURSE.
- **August 24** No adding of courses permitted on this day.
- **August 24** Last day to drop a course without a drop charge of \$100.00.
- **August 24** Students are responsible for verifying an accurate Fall 2009 registration via SMART.
- **August 25 thru September 2** Course adds using a Schedule Adjustment Form permitted with instructor approval. Drops via SMART system permitted. **Drop charges apply.**
- **September 2 (5:00pm) (CENSUS DATE)** Last day to apply for Fall 2009 graduation!!! **Treated as an absolute deadline.** Students **MUST APPLY ONLINE.** Complete the online "INTENT TO GRADUATE FORM" located at <http://www.ucdenver.edu/student-services/resources/registrar/degrees/Pages/Graduation.aspx>
- **September 2 (5:00pm)** Last day to drop full-term courses with tuition adjustment. **Drop charges apply.**
- **September 2 (5:00 pm)** Last day to add structured courses. **Treated as an absolute deadline.** The September 2<sup>nd</sup> deadline does not apply to independent study, internships, and late-starting modular courses.
- **September 2** Graduate students must submit Application for Admission to Candidacy to Department.
- **September 7** Labor Day Holiday (no classes; campus closed).
- **October 23** Submit Thesis/Dissertation copies to Graduate School for Format Review. Submit to LSC 300.
- **October 27** Last day to drop a Fall 2009 course for Engineering students **without** an approved petition.
- **November 23 thru 29** Fall Break (no classes; campuses open).
- **November 26** Thanksgiving Holiday (no classes; campuses closed).
- **November 30** Last day to Submit **FINAL** copies of thesis to Graduate School (LSC 300). **FINAL THESIS COPIES MUST INCLUDE ALL REQUIRED SIGNATURES.**
- **November 30** Last day for engineering students to drop a course **with** an approved petition. **Treated as an absolute deadline.**
- **December 7-12** Finals week.
- **December 12** End of Semester. Graduation ceremonies held.
- **December 22** Fall 2009 grades available on SMART.
- **January 28, 2010** Degrees posted on official student transcripts.

*All Engineering students are solely responsible for obtaining important date and deadline information. Failure to meet deadline dates may interfere with your satisfactory academic progress, Financial Aid eligibility, or your ability to graduate on time. Be responsible, be informed.*

*For questions or further information, contact Engineering Student Services at 303-556-4768.*