

## ANDREWS UNIVERSITY ACADEMIC CALENDAR 2004–2005

Additional calendar dates specific to departments or schools are listed under the respective departments or schools.

Financial dates are listed in the financial section, p. 75.

<b>SUMMER 2004</b>			25	Fri	<i>School of Education</i> : MA comprehensives (8:30–11:30 am; 1–3 pm)
<b>Summer Term 1 May 10–June 4, 2004</b>			27–July 21		<i>Intensive English</i> : Action America
			28–July 9		<i>School of Education</i> : Orientation Leadership Program
<b>May</b>			29	Tue	<i>University-level schools</i> : Last day to change credit to audit for Summer Term 2 classes or to withdraw from a class with a W
9	Sun	<i>New University-level international students</i> : Orientation (9 am–5 pm)			<i>Undergraduate seniors</i> : EXIT Testing (pm)
10	Mon	<i>University-level schools</i> : Registration (8 am–5 pm). Summer Term 1 classes begin	30	Wed	
11	Tues	<i>University-level schools</i> : Late course-registration fee for Summer Term 1 classes in effect	<b>July</b>		
			2	Fri	<i>University-level schools</i> : Last day of Summer Term 2 classes.
12	Wed	<i>Undergraduate seniors</i> : Last day to apply for August graduation. <i>University-level schools</i> : Last day to enter Summer Term 1 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit.	4	Sun	<i>All campus schools</i> : Independence Day
			5	Mon	<i>All campus schools</i> : Celebrate Independence Day—holiday
			<b>Summer Term 3 July 6–30, 2004</b>		
			<b>July</b>		
21	Fri	<i>AA</i> : Last day of school; graduation, Sunday, May 23	6	Tues	<i>University-level schools</i> : Registration. Summer Term 3 classes begin.
26	Wed	<i>RMES</i> : Last day of school; graduation	7	Wed	<i>University-level schools</i> : Late course-registration fee for Summer Term 3 classes in effect
31	Mon	<i>University-level schools</i> : Memorial Day—holiday	8	Thurs	<i>University-level schools</i> : Last day to enter Summer Term 3 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit
<b>June</b>			12–23		<i>School of Education</i> : Leadership Orientation
1	Tues	<i>University-level schools</i> : Last day to change credit to audit for Summer Term 1 classes or to withdraw from a class with a W	16	Fri	Incompletes and DGs must be removed and all official transcripts for transfer credit must be in the Academic Records Office for August degree conferral.
4	Fri	<i>University-level schools</i> : Last day of Summer Term 1 classes	18–21	Sun–Wed	<i>School of Education</i> : Leadership Roundtable Conference.
<b>Summer Term 2 June 7–July 2, 2004</b>			21	Wed	TOEFL Test (8:30 am–12 noon)
<b>June</b>			26	Mon	<i>Clinical Laboratory Science</i> : Senior Summer Session Clinicals end.
7	Mon	<i>University-level schools</i> : Registration. Summer Term 2 classes begin. <i>University-level schools</i> : Last day to order August graduation regalia at the Bookstore.	27	Tues	<i>Clinical Laboratory Science</i> : Registry Review Week begins.
8	Tues	<i>University-level schools</i> : Late course-registration fee for Summer Term 2 classes in effect <i>Graduate students</i> : Last day to apply for August graduation	30	Fri	<i>University-level schools</i> : Last day to change from credit to audit for Summer Term 3 classes or to withdraw from a class with a W
9	Wed	<i>University-level schools</i> : Last day to enter Summer Term 2 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record, change audit to credit.	31	Sat	<i>University-level schools</i> : Last day of Summer Term 3 classes <i>Clinical Laboratory Science</i> : Certification Ceremony
14–July 3		<i>Institute of World Mission</i> : Mission Institute	<b>August</b>		
17, 18	Thurs, Fri	<i>School of Education</i> : EdD/PhD comprehensives (8:30 am–2:30 pm)	1	Sun	University Summer Commencement
18, 21	Fri, Mon	<i>School of Education</i> : EdS comprehensives (8:30 am–12:30 pm)	3–20		<i>School of Education</i> : First Days of School Experience (Register for credit summer of 2004)
21, 22	Mon, Tues	<i>School of Education</i> : EdD/PhD comprehensives (8:30 am–2:30 pm)			

**Registration for Fall Semester 2004 begins Monday, March 22, 2004.**  
**Last day of registration for Fall Semester 2004 is Wednesday, September 8, 2004.**

<b>FALL SEMESTER 2004</b>			26	Thurs	<i>New University-level international students:</i>
<b>August 30–December 9, 2004</b>					English Placement Test (8:30 am–12 noon)
<b>March</b>					<i>Seminary:</i> Hebrew Placement Test (8:30 am)
22	Mon	<i>All University-level schools:</i> Registration for Fall Semester 2004 opens	26–29	Thurs–Sun	<i>University-level schools:</i> All Fired Up! Orientation Conference
<b>July</b>			27	Fri	<i>University faculty:</i> Departmental meetings (all day)
15	Thurs	<i>All University-level students:</i> Financial Plan portion of Registration Central opens. First payment received by August 15.			<i>Seminary:</i> Bible Knowledge Entrance Test (1:30 pm)
<b>August</b>			29	Sun	<i>University-level schools:</i> Registration—focusing on new students (10 am–3 pm)
9–Sept. 3		<i>School of Education:</i> Three-Way Orientation Conference (Fall Semester student teachers and supervisors)	30	Mon	<i>University-level schools:</i> Fall Semester classes begin
6	Fri	<i>School of Education:</i> Fall Semester Student-Teacher Orientation Assembly			<i>Physical Therapy:</i> DPT Terms 1, 4 (didactic) and Term 7 (16-week Clinical Affiliations 1 and 2)
15	Sun	<i>University-level students:</i> First payment received for financial clearance. ID cards activated in Registration Central when financial-plan box is checked. Financial clearance required for all registration activity.	31	Tues	<i>University-level schools:</i> Late course-registration fee for Fall Semester classes in effect
16	Mon	<i>Ruth Murdoch Elementary School (RMES) &amp; Andrews Academy (AA):</i> Teachers report for faculty pre-session	<b>September</b>		
16–19	Mon–Thurs	<i>Seminary:</i> Hebrew Review Session (9:30 am–12 noon)	1	Wed	<i>University-level schools:</i> Cancellation of unconfirmed course reservations
18	Wed	<i>Seminary:</i> Greek Review Session (6–8 pm)	2	Thurs	<i>University-level schools:</i> University Convocation (10:30 am–12 noon; 11:30 am classes canceled); notification of potential cancellation of low-enrollment classes
19	Thurs	<i>University faculty:</i> Orientation Seminar (8:30 am–4:30 pm)	6	Mon	<i>All campus schools:</i> Labor Day—holiday
20	Fri	<i>University advisors:</i> Advisors' breakfast/ orientation (9 am–12 noon)	6–Dec. 10		<i>School of Education:</i> Fall Semester student-teacher schedule
21	Sat	University Fall Fellowship (7:30 pm)	7	Tues	<i>University-level schools:</i> Cancellation of classes with below minimum enrollment
22	Sun	Fall Fellowship (continued)	8	Wed	<i>University-level schools:</i> Last day to enter Fall Semester classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit
23	Mon	<i>New Students:</i> First Stop: Dorm move-in (9 am–12 noon)	11	Sat	<i>Seminary:</i> Adventist Heritage Sabbath
		<i>University faculty:</i> Individual school meetings (1–4 pm)	17	Fri	<i>Seminary:</i> Church Policy Exam review session
		<i>College of Arts and Sciences:</i> Department meetings and retreats	20–25	Mon–Sat	<i>University-level schools:</i> Fall Week of Spiritual Emphasis
		<i>RMES &amp; AA:</i> School begins	24	Fri	<i>Seminary:</i> Church Policy Exam
23, 24	Mon, Tues	<i>Seminary:</i> Hebrew Review Session (9:30 am–12 noon)	30–Oct. 2	Thurs–Sat	2004 McElmurry Ethics & Society Lectureship
		<i>Seminary:</i> Greek Review Session (6–8 pm)	<b>October</b>		
23–25	Mon–Wed	<i>New Students:</i> Registration and Orientation (begins Monday, 12:30 pm)	6	Wed	<i>University-level schools:</i> Last day to apply for December conferral of degree.
		<i>New University-level international students:</i> Orientation (Freshmen students, Monday only)			<i>All undergraduate seniors:</i> Last day to apply for May graduation
23–Sept. 3		<i>Fall Semester Student Teachers:</i> Classroom Testing and Evaluation	7–12	Thurs–Tues	<i>Seminary:</i> Heritage Tour
25	Wed	<i>Seminary:</i> Greek Placement Test (1 pm)	11	Mon	<i>RMES &amp; AA:</i> Columbus Day—no school
		<i>Seminary:</i> Orientation—begins 3:15 pm	11, 12	Mon, Tues	<i>University-level schools—except Seminary:</i> Fall recess
		<i>University faculty:</i> Individual school meetings—Seminary, School of Education, School of Business (1–4 pm)	13	Wed	<i>University-level schools:</i> Fall Semester classes resume
			18–Nov 6		<i>Institute of World Mission:</i> Mission Institute
			19	Tues	<i>AA &amp; RMES:</i> M&M day—no school
			21	Thurs	<i>Undergraduate Seniors:</i> EXIT Testing (pm)
			24, 25	Sun, Mon	H.M.S. Richards Lectureship on Preaching
			27	Wed	Mid-semester

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28 Thurs *Undergraduate Seniors*: Major Field Testing  
 28, 29 Thurs, Fri *School of Education*: EdD/PhD comprehensives (8:30 am–2:30 pm)  
 29, Nov 1 Fri, Mon *School of Education*: EdS comprehensives (8:30 am–12:30 pm)

**November**

1 Mon *University-level schools*: Registration opens for Spring Semester 2005  
 1, 2 Mon, Tues *School of Education*: EdD/PhD comprehensives (8:30 am–2:30 pm)  
 5 Fri *School of Education*: MA comprehensives (8:30–11:30 am; 1–3 pm)  
 10 Wed Incompletes and DGs must be removed and all official transcripts for transfer credit must be in the Academic Records Office for December degree conferral.  
 11 Thurs *School of Education*: Department assembly: How to Apply for Student Teaching  
*School of Education*: Spring Semester Student-Teacher Orientation Assembly  
 12–30 *School of Education*: Three-Way Orientation Conference (for Spring Semester student teachers and supervisors)  
 16, 17 Tue, Wed *School of Education*: Student-teacher professional days  
*School of Education*: Professional Days  
 18 Thurs *Undergraduate Seniors*: EXIT Testing (pm)  
 19 Fri TOEFL Test (8:30 am–12 noon)  
 21, 22 Sun, Mon University preview event  
 21–28 Sun-Sun *Seminary*: Thanksgiving break

22 Mon Census day  
 23 Tues *University-level schools*: All comprehensives must be completed for December degree conferral  
 24–28 Wed-Sun *All schools except Seminary*: Thanksgiving break (begins **after** last scheduled class on Tues)  
 25, 26 Wed-Fri *RMES/AA*: Thanksgiving break  
 29 Mon *All campus schools*: Fall Semester classes resume  
 30 Tues *University-level schools*: Last day to change credit to audit for Fall Semester classes or to withdraw from a class with a W  
*School of Education*: Deadline for application to Teacher Preparation Program

**December**

10 Fri *University-level schools*: Last day of Fall Semester classes  
 12, 13 Sun, Mon *University-level schools*: Reading days (exam preparation—ends at noon, Monday)  
 13–16 Mon-Thurs *University-level schools*: Final Fall Semester exams—begin Mon at 12:45 pm  
*University-level schools*: Fall Semester ends  
 16 Thurs *Andrews Academy*: Feast of Lights  
 17 Fri *RMES*: Christmas vacation  
 20–Jan 3 *AA*: Christmas vacation  
 23–Jan 7 *University-level schools*: Fall Semester grades due in Records Office (9 am)  
 31 Fri December conferral of degree

**Registration for Spring Semester 2005 begins Monday, November 1, 2004.**  
**Last day of registration for Spring Semester 2005 is Friday, January 14, 2005.**

**SPRING SEMESTER 2005**  
**January 4–May 1, 2005**

**November**

1 Mon *University-level schools*: Registration for Spring Semester 2005 opens

**December**

15 Wed First payment received for financial clearance  
 22 Wed Financial clearance required for all registration activity

**January**

2 Sun *New University-level international students*: Orientation—2–5 pm  
 4 Tues *University-level schools*: Spring Semester registration—focusing on new students (8 am–5 pm)  
*New University-level international students*: English Placement Test (8:30 am–12 noon)  
*MSW and BSW programs*: Spring Semester classes begin  
*RMES*: Second semester classes begin  
 3, 4 Mon, Tues *Physical Therapy*: DPT written comprehensives  
 3–14 *Spring Semester Student Teachers*: Classroom Testing and Evaluation  
 3–Feb 11 *Intensive English*: Action America  
 17–April 21 *School of Education*: Spring Semester student-teacher schedule

5 Wed *University-level schools*: Spring Semester classes begin  
 6 Thurs *University-level schools*: Late course-registration fee for Spring Semester classes in effect; notification of potential cancellation of low-enrollment classes  
 Physical Therapy: DPT Terms 2 (didactic) and 8 begin (10-week didactic plus 10-week Clinical Affiliation 3)  
 7 Fri *University-level schools*: Cancellation of unconfirmed course reservations  
 10 Mon *AA*: Second semester classes begin  
 13 Thurs *University-level schools*: Cancellation of classes with below minimum enrollment  
*University-level schools*: Last day to enter Spring Semester classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit  
 17 Mon *University-level schools*: Martin Luther King, Jr. Day—Celebration  
*RMES & AA*: Martin Luther King, Jr. Day—no school  
 18 Tues *All graduate students*: Last day to apply for May graduation  
 23, 24 Sun, Mon University preview event  
 24–29 Mon–Sat University Spring Week of Spiritual Emphasis

<b>February</b>			12	Tues	<i>University-level schools:</i> Last day to change credit to audit for Spring Semester classes or withdraw from a class with a W
3	Thurs	<i>Undergraduate seniors:</i> EXIT Testing (am)			
7	Mon	Health Careers Fair			
20, 21	Sun, Mon	University preview event	14–17	Thurs–Sun	Alumni Weekend
21	Mon	<i>All campus schools:</i> Presidents' Day—holiday	15	Fri	TOEFL Test (8:30 am–12 noon) <i>School of Education:</i> 2004–2005 Student-teacher orientation assembly Incompletes and DGs must be removed and all official transcripts for transfer credit must be in the Academic Records Office for May degree conferral.
<b>March</b>					
2	Wed	Mid-semester			
11–18	Mon–Fri	<i>AA:</i> Spring break			
11–20	Fri–Sun	<i>University-level schools:</i> Spring Semester break			
14–18	Mon–Fri	<i>RMES:</i> Spring break	15, 18	Fri, Mon	<i>RMES:</i> No school
21	Mon	<i>All campus schools:</i> Spring Semester classes resume <i>University-level schools:</i> Registration for Summer Terms and Fall Semester 2005 opens	21	Thurs	<i>University-level schools:</i> Last day of Spring Semester classes
21, 22	Mon, Tues	<i>School of Education:</i> EdD/PhD comprehensives (8:30 am–2:30 pm)	22	Fri	<i>University-level schools:</i> Reading day (exam preparation)
22, 28	Tues, Mon	<i>School of Education:</i> EdS comprehensives (8:30 am–12:30 pm)	24–27	Sun–Wed	<i>University-level schools:</i> Final Spring Semester exams (begin Sun at 12:45 pm)
24	Thurs	<i>Undergraduate seniors:</i> EXIT Testing (pm)	27	Wed	<i>University-level schools:</i> Spring Semester ends
25	Fri	<i>School of Education:</i> MA comprehensives (8:30–11:30 am; 1–3 pm)	28	Thurs	<i>University-level schools:</i> Senior grades due in Records Office for May graduation (3 pm)
26, 27	Sat, Sun	Easter–Passion play	29	Fri	<i>Clinical Laboratory Science:</i> Senior Spring Semester ends (Clinicals)
27, 28	Sun, Mon	University preview event for secondary-school Juniors	29–May 1	Fri–Sun	University Commencement Weekend
28, 29	Mon, Tues	<i>School of Education:</i> EdD/PhD comprehensives (8:30 am–2:30 pm)	30	Sat	<i>School of Education:</i> Teacher Dedication Ceremony
<b>April</b>			<b>May</b>		
1	Fri	<i>University-level schools:</i> Last day for all comprehensives to be completed for May degree conferral	2	Mon	<i>Clinical Laboratory Science:</i> Senior Summer Semester begins (Clinicals)
3–9	Sun–Sat	International Student Week	3	Tues	<i>University-level schools:</i> Spring Semester grades due in Records Office (9 am)
4	Mon	Census day	25	Wed	<i>Division of Architecture:</i> Deadline for application to professional program
7	Thurs	<i>Undergraduate seniors:</i> Major Field testing	30	Mon	<i>AA &amp; RMES:</i> Memorial Day—holiday—no school
11	Mon	<i>School of Education:</i> Celebration of Teaching and Learning			

**Registration for Summer term 2005 begins Monday, March 21, 2005.  
Last day of registration for Summer terms 2005 is May 18, 2005 (Term 1),  
June 15, 2005 (Term 2), and July 13, 2005 (Term 3).**

<b>Summer Term 1 May 16–June 10, 2005</b>			25	Wed	<i>RMES:</i> Last day of school; graduation
			30	Mon	<i>University-level schools:</i> Memorial Day—holiday
<b>May</b>			<b>June</b>		
15	Sun	<i>New University-level international students:</i> Orientation—9 am–5 pm	6–25		<i>Institute of World Mission:</i> Mission Institute
16	Mon	<i>University-level schools:</i> Registration (8 am–5 pm). Summer Term 1 classes begin <i>Physical Therapy:</i> DPT Term 3 begins (10-week didactic plus Clinical Practicum); DPT Term 6 begins (10 weeks)	7	Tues	<i>University-level schools:</i> Last day to change credit to audit for Summer Term 1 classes or to withdraw from a class with a W
17	Tues	<i>University-level schools:</i> Late course-registration fee for Summer Term 1 classes in effect	10	Fri	<i>University-level schools:</i> Last day of Summer Term 1 classes
18	Wed	<i>University-level schools:</i> Last day to enter Summer Term 1 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record, change audit to credit. <i>Undergraduate seniors:</i> Last day to apply for August graduation	<b>Summer Term 2 June 13–July 8, 2005</b>		
23	Mon	<i>Physical Therapy:</i> DPT Term 9 begins (10-week Clinical Affiliation plus 1-week seminar)	13	Mon	<i>University-level schools:</i> Registration. Summer Term 2 classes begin <i>University-level schools:</i> Last day to order August graduation regalia at the Bookstore
			14	Tues	<i>University-level schools:</i> Late course-registration fee for Summer Term 2 classes in effect

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**June**

1	Wed	<i>RMES</i> : Last day of school; graduation	2	Tues	<i>University-level schools</i> : Last day to change from credit to audit for Summer Term 3 classes or to withdraw from a class with a W
3–5	Fri–Sun	<i>AA</i> : Commencement weekend <i>Graduate students</i> : Last day to apply for August graduation	3–26		<i>School of Education</i> : First Days of School Experience (Register for credit, summer 2005)
15	Wed	<i>University-level schools</i> : Last day to enter Summer Term 2 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit	5	Fri	<i>University-level schools</i> : Last day of Summer Term 3 classes
16, 17	Thurs, Fri	<i>School of Education</i> : EdD/PhD comprehensives (8:30 am–2:30 pm)	6	Sat	<i>Clinical Laboratory Science</i> : Certification Ceremony
17, 20	Fri, Mon	<i>School of Education</i> : EdS comprehensives (8:30 am–12:30 pm)	7	Sun	University Summer Commencement
20, 21	Mon, Tues	<i>School of Education</i> : EdD/PhD comprehensives (8:30 am–2:30 pm)			
24	Fri	<i>School of Education</i> : MA comprehensives (8:30–11:30 am; 1–3 pm)			
26–July 22		<i>Intensive English</i> : Action America			
27–July 8		<i>School of Education</i> : Orientation Leadership Program			

**July**

4	Mon	<i>All campus schools</i> : Independence Day—holiday
5	Tues	<i>University-level schools</i> : Last day to change credit to audit for Summer Term 2 classes or to withdraw from a class with a W
6	Wed	<i>Undergraduate seniors</i> : EXIT Testing (pm)
8	Fri	<i>University-level schools</i> : Last day of Summer Term 2 classes

**Summer Term 3**

**July 11–August 5, 2005**

**July**

11	Mon	<i>University-level schools</i> : Registration. Summer Term 3 classes begin
12	Tues	<i>University-level schools</i> : Late course-registration fee for Summer Term 3 classes in effect
13	Wed	<i>University-level schools</i> : Last day to enter Summer Term 3 classes; drop a class with full tuition refund; complete a drop/add without a fee or entry on permanent academic record; change audit to credit
18–29		<i>School of Education</i> : Leadership Orientation
14	Thurs	<i>All University students</i> : Financial Plan portion of Registration Central opens for Fall Semester 2005; make payment plans before August 16; complete insurance information.
24–27	Sun–Wed	<i>School of Education</i> : Leadership Roundtable Conference
22	Fri	TOEFL Test (8:30 am–12 noon) <i>Clinical Laboratory Science</i> : Senior Summer Session Clinicals end Incompletes and DGs must be removed and all official transcripts for transfer credit must be in the Academic Records Office for August degree conferral.

**August**

1	Mon	<i>Clinical Laboratory Science</i> : Registry Review Week begins
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