



Important Messages to Students

from the University Registrar

www.smu.edu/registrar

Fall 2015

IMPORTANT DATES

- August 23** - Opening Convocation 5:30 pm
August 24 - First day of classes
August 28 - Last day to enroll/add/drop without grade record
September 7 - Labor Day Holiday
September 9 - Last day to declare pass/fail/no credit
September 30 - Early Intervention Deficiency Reports available to undergraduate students
October 12-13 - Fall Break
October 16 - December Graduation Fair
October 26 - Mid-Term Deficiency Reports available to undergraduate students
November 6 - Last day to drop
November 24 - Last day to withdraw from the University
December 7 - Last day of instruction
December 8-9 - Reading Days
December 10-16 - Final Examinations (Grades due 48 hours after final exam. Go to Grades, my.SMU)
December 19 - Graduation 10:00 am

EXCUSED ABSENCES

Click [here](#)

OFFICIAL UNIVERSITY CALENDAR

Please see the Official University Calendar for 2015 - 2016 on the Registrar's Office Home Page for important dates and deadlines at.

Click [here](#)



ENROLLMENT & STUDENT FINANCIAL INFORMATION

You should NOT attend a class that you are not officially enrolled in! Classes begin on Monday, August 24. If you have not enrolled, you have through Friday, August 28. Payment due date is upon enrollment. Select link for information on how to pay. smu.edu/bursar/webpay.asp

The last day to make changes to your schedule without grade record is Friday, August 28 until 11:59 p.m. Last day to declare pass/fail is Wednesday, September 9. For further information concerning fall 2015 and other important deadlines, please go to the [Registrar's Home Page](#) and click "Class Schedule & Enrollment Information."

"NO CREDIT" OR "PASS/FAIL" OPTION

Students may take some undergraduate courses for "No Credit" or "Pass/Fail." **"No Credit" Option** - Students should indicate in writing no later than September 9 that they wish to do so. Permission of the instructor or department is required. **"Pass/Fail" Option** - 12 hours of pass/fail hours are the maximum total credits that a student can use towards a degree assuming a passing grade in the class. Grades of C- or higher are considered passing. Deadline to complete the Pass/Fail Option Declaration form is the September 9. Forms are available online and in the Office of the Academic Dean. More information can be found in the online Undergraduate Catalog at smu.edu/catalogs.

PERSONAL INFORMATION VERIFICATION

If you have not completed this process, it is important that you **immediately** log into my.SMU to check the accuracy of your information. Under Personal Information you must verify and update your address, phone number (including cell number if available), emergency contact, and demographic data. Check the box and click "save" after you complete each section. If this information is not verified in a timely manner, a HOLD may be placed on your account for any future enrollment terms at SMU.

Remember that it is your responsibility to ensure that your enrollment is accurate and all University deadlines are met.

EARLY INTERVENTION AND MID-TERM GRADING

Select undergraduate students may receive early and/or mid-term grades. Click [here](#) and then click on "Early Intervention and Mid-Term Grading" for specific information.

RELEASE OF EDUCATION RECORDS

FERPA — The Family Educational Rights and Privacy Act of 1974

The process of authorizing your parents and others access to your education records, such as Financial Aid, Student Financials, Holds, and Academic Records is easy! Go to smu.edu/ferpa/ for more information regarding FERPA. Step-by-step instructions to authorize access are located [here](#). Feel free to contact Enrollment Services at enrol_serv@smu.edu or 214.768.3417 if you have any questions. Find out more about directory information [here](#).