

**SPRING 2025 IMPORTANT DATES - 16-WEEK  
UPDATED OCTOBER 23, 2024**

<b>SP 16-WEEK 2025</b>	<b>Description</b>	<b>Time</b>
October 28	Priority Registration for Hierarchy Groups and Cohorts Opens	8 AM
Nov. 4 - Dec. 12	Pre-registration Opens for All Students	8 AM
Jan. 6 - Feb. 3	Registrar distributes non-payment reports	9 AM
December 12	Payment due by 5 pm/Non-payment drops after 5 pm	5 PM/AFTER 5 PM
December 16	Fall Commencement Ceremony	4 PM
December 13-20	Pre-registration continues before Winter Break	
Dec. 20 - Jan. 5	Winter Break - NC Closed	
January 6	NC Reopens - Staff Return	
January 11	Saturday Registration (9 am - 12 pm)	9 AM - 12 PM
January 13	Payment due by 5 pm/Non-payment drops after 5 pm	5 PM/AFTER 5 PM
January 14-16	Registration continues	
January 16	Payment due by 6 pm/Non-payment drops after 6 pm	6 PM/AFTER 6 PM
January 16	Self-Service Student Online Registration ENDS after 6 pm	AFTER 6 PM
January 17 and 21	Late Registration/Schedule Changes	
January 20	MLK Day - NC Closed	
<b>January 21</b>	<b>Classes Begin (Please print your rosters)</b>	
January 21	Payment due by 5 pm/Non-payment drops after 5 pm	5 PM/AFTER 5 PM
January 22-23	Restricted Registration - Dean Approval	
January 23	Payment due by 5 pm/Non-payment drops after 5 pm	5 PM/AFTER 5 PM
January 28	Never Attended Staff Opens	
<b>January 29</b>	<b>Never Attended Staff Report - Due 12 pm (Noon)</b>	<b>12 PM (NOON)</b>
February 3	Census Date (6th Day)/Non-payment drops after 5 pm	AFTER 5 PM
February 3	Official Census Rosters STAFF e-mail notification	
February 3	Registrar notifies all Deans of pending census rosters	9 AM
<b>February 4</b>	<b>Official Census Rosters - Due by 12 pm (Noon)</b>	<b>12 PM (NOON)</b>
February 5	Registrar notifies IR after all census drops have been processed	9 AM
February 12	Early Intervention Staff Report Opens	
<b>February 17</b>	<b>Early Intervention Staff Report - Due by 12 pm</b>	<b>12 PM (NOON)</b>
March 14	50% of the semester (Mid-term)	
March 15-23	Spring Break - NC Closed	
March 28	Registrar notifies all Deans of pending mid-term grades	9 AM
<b>March 28</b>	<b>Mid-term Grades - Due by 12 pm (Noon)</b>	<b>12 PM (NOON)</b>
April 18	Good Friday - NC Closed	
<b>April 25</b>	<b>Last Day to Drop - Due by 12 pm (Noon)</b>	<b>12 PM (NOON)</b>
May 13	Final Exam/Semester Ends	
May 13	Registrar notifies all Deans of pending final grades	9 AM
<b>May 14</b>	<b>Final Grades - Due by 12 pm (Noon)</b>	<b>12 PM (NOON)</b>
May 15	Registrar notifies all Deans when all final grades are submitted	9 AM
May 14-15	Spring Commencement Ceremonies	

This document only represents important dates related to the Student Success Division and is for internal use only. For all published dates, please refer to [www.navarrocollege.edu](http://www.navarrocollege.edu) for the Calendar of Events, Academic Calendar or College Catalog. If there are errors to the dates, please e-mail [sina.ruiz@navarrocollege.edu](mailto:sina.ruiz@navarrocollege.edu).

<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
January 31	Financial Aid Refunds	Financial Aid
March 31	60% of the semester	Financial Aid
<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
Oct. 28 - Dec. 12	RYAT Screen: Pre-reg	Registrar
Dec. 13 - Jan. 21	RYAT Screen: Reg	Registrar
Jan. 22-23	RYAT Screen: Add	Registrar
Jan. 21 - May 13	RYAT Screen: Drop	Registrar
February 3	Census Date (12th Day)	Registrar
<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
February 6	Tuition Refund - 70% (15 Days)	Bursar
February 12	Tuition Refund - 25% (20 Days)	Bursar
<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
January 16	Hide Student Planning from students AFTER 6 pm	IT
January 24	Reopen Student Planning to all students for 2nd 8-week registration	IT
<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
November 1 - 29	0% down/4-monthly payments	Tuition Payment Plan
Nov. 30 - Dec. 31	25% down/3-monthly payments	Tuition Payment Plan
January 1 - 13	50% down/2-monthly payments	Tuition Payment Plan
January 14 - 23	50% down/1-monthly payment	Tuition Payment Plan
<b>SP 16-WEEK 2025</b>		<b>Department</b>
Dec. 16 - Jan. 5	25% down/3-monthly payments	Room & Board PMT Options
Jan. 6 - Feb. 3	50% down/2-monthly payments	Room & Board PMT Options
Feb. 4 - Mar. 7	50% down/1-monthly payment	Room & Board PMT Options
Dec. 16 - May 13	Full Payment	Room & Board PMT Options
<b>SP 16-WEEK 2025</b>	<b>Internal Use Ony</b>	<b>Department</b>
January 24 at 2 pm	Last day for Housing students to charge financial aid at Bookstore	Bursar
January 29	Advisors report "Never Attended" students to Bursar	Retention & Success
January 31	Refunds distributed to students	Bursar
February 28	First-time loan borrower refunds go out	Bursar