# Winter Term 2020 (2201)

Version 7

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**Scheduling Dates - Winter Term 2020 (2201)**

**Newnham, Markham and King Campuses**

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|---|---|
| January 7, 2020 | Summer Term 2204 Space Requirement Forms distributed to all Schools at Newnham and Markham |
| January 13, 2020 | Winter Term 2201 Examination Excel Reports distributed to all schools by Scheduling and Systems |
| January 13, 2020 (College-wide) | Copy Prior Term process will run to roll classes from Summer Term 2194 to Summer Term 2204 into the Schedule of Classes |
| January 14 – 27, 2020 | Summer Term 2204 Review and Clean-Up of Schedule of Classes, Class Block Set-Up, Generate Class Blocks, and faculty assigned in PS. Draft SWFs created in PS |
| January 17, 2020 | Summer Term 2204 Space Requirement Forms due back to Scheduling and Systems by 12 noon |
| January 27, 2020 | PS System frozen for Summer Term 2204 Schedule of Classes data downloads (evening) |
| January 28, 2020 | Winter Term 2201 final examination subject requirements delivered to Scheduling and Systems |
| January 28, 2020 | Summer Term 2204 General Education pathing information distributed to Scheduling and Systems and Schools |
| January 28, 2020 | Upload of Summer Term 2204 Schedule of Classes data to the TPHi Timetabling Database |
| January 29, 2020 | Space allocated to schools manually timetabling |
| January 29, 2020 – February 12, 2020 | Summer Term 2204 data input and set-up of the TPHi Timetabling database by Scheduling and Systems and Schools |
| February 10, 2020 | Schools using TPHi timetabling system at Newnham and Markham submit Restriction Forms to Scheduling and Systems |
| February 12, 2020 | Deadline for changes to Summer Term 2204 TPHi Timetabling Data |
| February 13, 2020 | Winter Term 2201 final examination schedules with room assignments distributed to Schools by Scheduling and Systems |
| February 13, 2020 | Scheduling and Systems run TPHi Validation Reports for Newnham and Markham |
| February 14, 2020 – March 6, 2020 | PS Schedule of Classes frozen for Scheduling purposes – Summer Term 2204 timetables on TPHi Timetabling System |
| February 17, 2020 | Family Day – College Closed |
| February 24, 2020 – February 28, 2020 | Winter Term 2201 Study Week |
| March 3 – 4, 2020 | Manual loading of Final Exam Schedules for Winter Term 2201 in PS<br><br>*Faculty may view final exam times via Faculty Centre as they are input* |
| March 9, 2020 | Summer Term 2204 Timetables available in PS Schedule of Classes<br><br>*No Access for Faculty* |
| March 13, 2020 | Last day for DNC grading |
| March 16, 2020 | Final examination schedules for Winter Term 2201 available via Student Center/Self Service and Faculty Center in PS |

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|---|---|
| (College-wide) | |
| March 23, 2020<br><br>(College-wide) | *Faculty may view Summer Term 2204 schedules via Faculty Centre* |
| March 23 – April 3, 2020 | Academic Areas configure PS in preparation for opening of Summer 2204 enrolment. |
| March 24, 2020 | Summer Term 2204 classes and instructors sent over to Blackboard (6 weeks prior to the start of term) |
| April 10, 2020 | Good Friday – College Closed |
| April 17, 2020 | Winter Term 2201 Ends |
| April 23 – 24, 2020 | Winter Term 2201 Promotion Meetings |
| April 28 – 29, 2020 | Enrolment appointments for Returning students<br><br>Summer Term 2204 – via Student Center/Self Service |
| April 30, 2020 | OPEN Enrolment for ALL students – Summer Term 2204 – via Student Center/Self Service |
| May 19, 2020 | Summer Term 2204 begins |
| May 25, 2020 | Last day to ADD courses to Summer Term 2204 timetables |
| June 1, 2020 | Last day to DROP courses from Summer Term 2204 timetables - last day for tuition fee refund |

tags : internal-scheduling-dates, winter-term-2020