

Dear Graduating Student,

The College is very much looking forward to celebrating the Class of 2019 at Convocation on June 14 and 15. As you make your plans, please keep in mind the following important reminders.

DEGREE APPLICATION DEADLINE

If you have not already completed a degree application, you must submit an application before Friday of 1st week, April 5. The application is available online at <http://my.uchicago.edu> under the 'My Academics' page. Students who do not meet this deadline are not eligible to graduate in Spring Quarter.

EXTENDED STATUS

Friday, April 5 is also the deadline to go on extended status and receive a full tuition refund. If you would like to go on extended status, please meet with your Adviser to complete the proper paperwork.

MEETING GRADUATION REQUIREMENTS

Remember to stay in touch with your Adviser to discuss changes in plans and ask questions as soon as they arise. Following the review of your Winter Quarter grades, be sure to immediately discuss with your Adviser challenges you may face in satisfying the College graduation requirements described in "[Courses and Programs of Study](#)." Please note these include completion of the language requirement.

THE FOLLOWING DEADLINES ARE STRICTLY OBSERVED

Missing Grades: "Missing" grades (e.g., incompletes, blanks, etc.) for courses taken prior to Spring Quarter are due to the Office of the University Registrar by 3 p.m. on Friday of 9th week, May 31. If you plan to request permission to complete such courses and receive grades, please contact your instructors immediately so they can meet this deadline.

Spring Quarter Grades: Spring Quarter grades are due to the Office of the University Registrar by 3 p.m. on Friday of 10th week, June 7, or via online grading by 11:59 p.m. on Saturday June 8. These grades will be your final grades. Please note, the College does not issue provisional grades.

300-level Chicago Booth Courses: Due to the early grade submission deadline, graduating students cannot take a 300-level Booth course or one that is cross-listed as a 300-level Booth course in Spring Quarter unless it is not needed to graduate. Chicago Booth does not offer early exams for 300-level courses and does not submit grades by the 10th week deadline.

Exams and Papers: If you are taking classes that have exams or papers due after 10th week, you are responsible for contacting your instructors and making arrangements to complete them early. In addition, please check with the department for BA paper, BA project, and honors paper deadlines as each department has their own policies and deadlines. All grades must be submitted by Friday of 10th week.

Bursar Balances: Outstanding Bursar balances must be cleared by Friday of 9th week, May 31.

If you have questions or need assistance, please contact your Adviser.

Wishing you a successful quarter ahead!

Sincerely,

A handwritten signature in black ink, appearing to read "Kath R". The signature is fluid and cursive, with the first name "Kath" and the last initial "R" clearly visible.

Kathleen A. Forde
Director of College Academic Advising Office
Senior Associate Dean of Students

For questions, email collegeadvising@uchicago.edu