Fall Final Examination Schedule

<table>
<thead>
<tr>
<th>DAY OF EXAM</th>
<th>MWF 2:30 pm</th>
<th>MWF 4:30 pm</th>
<th>MWF 5:30 pm</th>
<th>Classes or MWF 4:30 pm, Classes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>MWF 8:30 am</td>
<td>MWF 11:30 am</td>
<td>MWF 3:30 pm</td>
<td>Friday, December 10 MWF 7:30 am</td>
</tr>
<tr>
<td>Tuesday</td>
<td>TR 7:30 am</td>
<td>TR 10:00 am</td>
<td>TR 1:30 pm</td>
<td>Monday-Friday, December 6 TR 7:30 am</td>
</tr>
<tr>
<td>Wednesday</td>
<td>TR 4:30 pm</td>
<td>TR 7:00 pm</td>
<td>TR 10:00 am</td>
<td>Wednesday, December 8 TR 4:30 pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>TR 7:00 pm</td>
<td>TR 10:00 am</td>
<td>TR 1:30 pm</td>
<td>Thursday-Friday, December 3 TR 7:00 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>TR 4:30 pm</td>
<td>TR 7:00 pm</td>
<td>TR 10:00 am</td>
<td>Friday, December 10 TR 4:30 pm</td>
</tr>
</tbody>
</table>

In the event that a student has three or more final exams scheduled for a single day, the student can request rescheduling. See Student Records Menu.

Enrollment Dates

Date to Enroll | Overall Earned Hours
--- | ---
March 22 | Priority + Graduate

SENIORS

March 23 | 115 or more
March 24 | 110 or more
March 25 | 105 or more
March 26 | 100 or more
March 29 | 90 or more

JUNIORS

March 30 | 85 or more
March 31 | 80 or more
April 1 | 75 or more
April 2 | 70 or more
April 5 | 65 or more
April 6 | 60 or more

SOPHOMORES

April 7 | 50 or more
April 8 | Tulsa Transfer Enrollment Day 50+ hours*
April 12 | Transfer Enrollment Day 50+ hours*
April 13 | 40 or more
April 14 | 30 or more

FRESHMEN

April 15 | 20 or more
April 16 | Transfer Enrollment Day 20+ hours*
April 19 | 15 or more
April 19 | 10 or more
April 21 | Open for All Continuing Students

Make-up Exams

December 6 MWF 8:30 am MWF 11:30 am
December 7 TR 7:30 am

Class work begins Monday, August 16

100% Refund, Nonrestrictive Drop/Add Deadline: Monday, August 23
Partial Refund, Restrictive Drop/Add Deadline: Friday, August 27

Fall Dates to Remember

- **Class work begins**: Monday, August 16
- **100% Refund, Nonrestrictive Drop/Add Deadline**: Monday, August 23
- **Partial Refund, Restrictive Drop/Add Deadline**: Friday, August 27
- **University Holiday**: Monday, September 6

Deadline to Apply to Graduate

Monday, November 1
(for name to appear in fall commencement program)

W Drop/Withdrawal Deadline*

Friday, November 5

Assigned W or F Drop/Withdrawal Deadline*

Friday, November 19

Students’ Fall Break

Monday-Wednesday, November 22-24

University Holiday

Thursday-Friday, November 25-26

Pre-finals week Monday-Friday, November 29-December 3

Class work ends

Friday, December 3

Final exams

Monday-Friday, December 6-10

Graduate Commencement

Friday, December 10

Undergraduate Commencement

Saturday, December 11

A University holiday falls within the semester. If the scheduled classes do not meet, additional class time or assignments may make up the difference.

Drop/Add and Withdraw Deadline Details

100% Refund, Nonrestrictive Drop/Add Deadline:

- add a course (nonrestrictive)
- drop a course with 100% refund and no grade

Partial Refund, Restrictive Drop/Add Deadline:

- add a course (requires Drop/Add Card with instructor and advisor signatures)
- drop a course with partial refund and no grade

W Drop/Withdrawal Deadline:

- drop a course with automatic grade of “W”
- withdraw from all classes with automatic grades of “W” (requires completed Withdrawal Form)

Assigned W or F Drop/Withdrawal Deadline:

- drop a course with an assigned grade of W or F by the instructor (requires completed Request to Drop a Course During the Assigned W or F Period form)
- withdraw from all classes with assigned grades of “W” or “F” by the instructor (requires completed Withdrawal Form)

Transfer enrollment dates are April 23 and May 6. Make-up enrollment dates are also available for transfers on June 6 (in-person), June 9 (online), June 23 (online), July 7 (in-person), and August 5 (all). International enrollment day is August 11.

*New freshmen and new transfer students will begin the enrollment process with the Office of First Year Success, 321 Student Union, 405-744-3636.

Notice to first-semester students: Credit earned by examination (such as AP or CLEP) will be recorded on a student’s OSU transcript. A grade of “CBE-P” (Pass) is recorded if the student earns the equivalent of a “C” or better on the examination. No grade is recorded if the student fails the exam.

Degree Works

Degree Works is a degree audit tool designed to provide an overview of your degree requirements and an understanding of how your coursework applies to your degree. Access is available from Self-Service: select Degree Works from the Student Records Menu.

Graduating in December?

You must submit a graduation application by Monday, November 1st to have your name appear in the fall commencement program. Log in to my.okstate.edu, Self-Service, and select Apply to Graduate from the Student Records menu.
The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records in all offices, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings.

An OSU student has the right to:

1. Inspect and review information contained in his or her educational records within 45 days of the day that the University receives a written request from the student.
2. Challenge the contents of the educational record.
3. Have a hearing if the outcome of a challenge is unsatisfactory.
4. Submit an explanatory statement for inclusion in the educational record, if the outcome of the hearing is unsatisfactory.
5. Secure a copy of the institutional policy, which includes the location of all educational records.
6. Prevent disclosure, with certain exceptions, of personally identifiable information from the educational record.
7. File a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

Withholding Disclosure of Information. Currently enrolled students may withhold disclosure of directory information. A student may file a written request with the Office of the Registrar to request the withholding of personally identifiable information, including directory information. Such requests will be honored until revoked by the student. The University assumes that failure on the part of any student to specifically request the withholding of directory information indicates individual approval for disclosure.

Access to Records. Students may inspect and review their educational records by making a written request to the office that maintains the records (See Location of Records below). Non-directory information regarding students’ educational records may be disclosed to anyone without written consent of students, except for selected purposes as authorized by federal law, such as to “school officials” who have a “legitimate educational interest” in the student, upon request to another institution to which a student seeks or intends to transfer, or is already enrolled if the disclosure is related to the student’s enrollment or transfer, and in response to a lawfully issued court order or subpoena.

Parental Access to Records. At the postsecondary level, parents have no inherent rights to inspect their son’s or daughter’s educational records, information regarding educational records is obtained by direct communication for between the parent and the student. Students may consent to release their educational records to parents, legal guardians or other individuals by completing the appropriate form in the Office of the Registrar. Such consent should be given in an uncoercive environment. Parents of dependent students may challenge denial of access to educational records by producing the most current copy of Internal Revenue Form 1040.

Definitions. “Educational Record” refers to those records which are directly related to a student and are maintained by an educational institution.

“Directory Information” includes: student’s name; local and permanent address; telephone number; year of birth; height and weight; date of birth; field of study; student participating in officially recognized sports; dates of attendance at Oklahoma State University; degrees, honors, and awards granted or received; academic classification such as freshman, sophomore, junior, senior, etc.; institutional electronic mail address; most recent educational institution previously attended; dissertation or thesis title; or thesis/dissertation advisor; participation in officially recognized organizations, activities, and sports; parents’ names and addresses (city and state only).

“School official” is defined as an individual currently serving as a member of the Oklahoma State University Board of Regents or classified as faculty, administrative or professional, and staff such school officials supervise; the President and CEO of the Oklahoma State University Foundation and the staff they supervise; the National Student Clearinghouse; and contractors, volunteers, and other non-employees permitted to have access to institutional functions as school officials with legitimate educational interests.

“Legitimate educational interest” is defined as an interest which results from the duties officially assigned to a school official, and which is related to such a school official’s responsibility for facilitating the student’s development. School officials may have legitimate educational interests both in students who are currently enrolled and in those no longer enrolled.

Location of Records. Several offices share responsibility for maintaining and releasing information pertaining to student educational records. These include, but are not restricted to: a) the Office of the Registrar for academic records, b) the Office of Student Conduct Education and Administration for institutional conduct and disciplinary records, c) the Office of the Bursar for billing and financial aid, d) the Office of Scholarships and Financial Aid for scholarship and financial aid records, e) the Human Resources office or Career Services office for employment/placement records, and f) the Communications Service office for directory information.

Final and Common Exams
Final and Common exams may take place outside the published class schedule. For the latest information on common exams and final exams, please visit Final and Common Exams.

Short Class Schedules
Students who wish to enroll in a short course must enroll before the start of the course. Proportionate drop and withdraw dates apply to short courses. Go to Short Courses with Unique Drop/Add Deadlines for these deadlines or scan the QR code below.