



# Important Messages to Students

*from the University Registrar*

[www.smu.edu/registrar](http://www.smu.edu/registrar)

**Fall 2014**

## IMPORTANT DATES

- August 24** - Opening Convocation 5:30 pm  
**August 25** - First day of classes  
**August 29** - Last day to enroll/add/drop without grade record  
**September 1** - Labor Day Holiday  
**September 10** - Last day to declare pass/fail/no credit  
**September 30** - Early Intervention Deficiency Reports available to undergraduate students  
**October 13-14** - Fall Break  
**October 16-17** - December Graduation Fair  
**October 27** - Mid-Term Deficiency Reports available to undergraduate students  
**November 7** - Last day to drop  
**November 25** - Last day to withdraw from the University  
**December 8** - Last day of instruction  
**December 9-10** - Reading Days  
**December 11-17** - Final Examinations (Grades due 48 hours after final exam. Go to Grades, my.SMU)  
**December 20** - Graduation 10:00 am

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## EXCUSED ABSENCES

Click [here](#)

## OFFICIAL UNIVERSITY CALENDAR

Please see the Official University Calendar for 2014 - 2015 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 25. If you have not enrolled, you have through Friday, August 29. Payment due date is upon enrollment. Select link for information on how to pay. [smu.edu/bursar/webpay.asp](http://smu.edu/bursar/webpay.asp)

The last day to make changes to your schedule without grade record is Friday, August 29 until 11:59 p.m. Last day to declare pass/fail is Wednesday, September 10. For further information concerning fall 2014 and other important deadlines, please go to the [Registrar's Home Page](#) and click "Class Schedule & Enrollment Information."

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## "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 the 12<sup>th</sup> class day 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 12<sup>th</sup> class day. 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](http://smu.edu/catalogs).

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## 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.***

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## 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.

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## 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/](http://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](mailto:enrol_serv@smu.edu) or 214.768.3417 if you have any questions. Find out more about directory information [here](#).