## FALL TERM 2020
### AUG. 24 – DEC. 19, 2020

<table>
<thead>
<tr>
<th>Registration: April 13 – May 1, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday Aug. 24 First day of class</td>
</tr>
<tr>
<td>Friday Aug. 28 Last day to enroll/add/drop regular courses without billing</td>
</tr>
<tr>
<td>Monday Sept. 7 <strong>Classes will be held on Labor Day</strong></td>
</tr>
<tr>
<td>Mon-Tues Oct. 12-13 <strong>Classes will be held during Fall Break</strong></td>
</tr>
<tr>
<td>Tuesday Nov. 3 Last day to drop (grade of W)</td>
</tr>
<tr>
<td>Tuesday Nov. 24 Last day to withdraw from University</td>
</tr>
<tr>
<td>Wednesday Nov. 25 <strong>No Classes</strong></td>
</tr>
<tr>
<td>Thurs-Fri Nov. 26-27 <strong>University Holiday</strong></td>
</tr>
<tr>
<td>Mon-Tues Nov. 30-Dec 1 <strong>No Classes</strong></td>
</tr>
<tr>
<td>Wed-Sun Dec. 2-6 Classes will be held remotely (online)</td>
</tr>
<tr>
<td>Sunday Dec. 6 Last day of class (includes exams)</td>
</tr>
<tr>
<td>Saturday Dec. 19 Official close of term, degree conferral, December Commencement</td>
</tr>
<tr>
<td>Wed-Fri Dec. 23-Jan 1 <strong>University Holiday</strong></td>
</tr>
</tbody>
</table>

**Note:** Counseling program will offer a limited number of selected courses during the May Term. Classes meet in the weekly format from 8:30 a.m. to 5:30 p.m., Monday through Friday.

### MAY TERM 2021
### MAY 17 - 21, 2021

<table>
<thead>
<tr>
<th>Registration: April 5 – 23, 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday May 13 Last day to enroll/add/drop</td>
</tr>
<tr>
<td>Monday May 17 First day of class</td>
</tr>
<tr>
<td>Monday May 19 Last day to drop/withdraw from University</td>
</tr>
<tr>
<td>Friday May 21 Last day of class (incudes exams)</td>
</tr>
<tr>
<td>Friday May 28 Official close of term, degree conferral</td>
</tr>
</tbody>
</table>

**Note:** The summer term consists of three sessions: Dallas Full Session, Dallas First Session (June), and Dallas Second Session (July). Each session has different deadline dates. Counseling will offer a limited number of selected courses during these terms with unique start, end, and deadline dates to accommodate the particular needs of the course.

## SPRING TERM 2021
### JAN. 22 – MAY 15, 2021

<table>
<thead>
<tr>
<th>Registration: November 16–20, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday Jan. 3 Last day to enroll/add/drop</td>
</tr>
<tr>
<td>Monday Jan. 4 First day of class</td>
</tr>
<tr>
<td>Thursday Jan. 7 Last day to drop a course withdrawn from University (grade of W)</td>
</tr>
<tr>
<td>Friday Jan. 8 Last day of class (includes exam)</td>
</tr>
<tr>
<td>Sunday Jan. 17 Official close of term, degree conferral</td>
</tr>
</tbody>
</table>

**Note:** Counseling program will offer a limited number of selected courses during the January Term. Classes meet in the weeklong format from 8:30 a.m. to 5:30 p.m., Monday through Friday.

### SPRING ONE TERM: JUNE 1 – 30, 2021

Note: Classes meet in the weekly format for 4 hours, 15 minutes twice a week; or in the two-weekend format, as listed above.

<table>
<thead>
<tr>
<th>Registration: November 16–20, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday June 1 First day of Class</td>
</tr>
<tr>
<td>Sunday June 2 Last day to enroll/add/drop</td>
</tr>
<tr>
<td>Monday June 7 University Holiday (observed)</td>
</tr>
<tr>
<td>Friday June 23 Last day to drop (grade of W)</td>
</tr>
<tr>
<td>Thursday June 29 Last day to withdraw from University</td>
</tr>
<tr>
<td>Wednesday Aug. 4 Last day of class (incudes exams), Official close of term, degree conferral</td>
</tr>
</tbody>
</table>

### SPRING TWO TERM: JULY 6 – AUGUST 4, 2021

Note: Classes meet in the weekly format for 4 hours, 15 minutes twice a week; or in the two-weekend format, as listed above.

<table>
<thead>
<tr>
<th>Registration: November 16–20, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday July 6 First day of class</td>
</tr>
<tr>
<td>Sunday July 7 Last day to enroll/Add/Drop</td>
</tr>
<tr>
<td>Tuesday July 27 Last day to drop (grade of W)</td>
</tr>
<tr>
<td>Thursday July 29 Last day to withdraw from Univ.</td>
</tr>
</tbody>
</table>
| Wednesday Aug. 4 Last day of class (incudes exams), Official
Tuition Payment Due Dates Vary by Term
Visit: http://www.smu.edu/EnrollmentServices/Bursar/DueDates
for the most updated information. Please note payment due dates
late payments are subject to a $150.00 late fee.

M.S. in Counseling Requirements

The Counseling Program is open to persons holding a bachelor’s or
higher professional degree from an accredited university or college.
A completed admissions application and all official academic transcripts
from all institutions of higher education are required. Please refer to the
application for specifics.

- 63 credit hours of graduate study must be completed within six
years of program start date.
- Students may transfer 6 credit hours in related areas from another
institution (with Counseling Program approval of coursework) as
electives, as long as the work was completed within the past 5
years.
- No transfers will be accepted in lieu of core or required courses.

Registration

Registration dates, class schedule, and procedures are emailed to Coun-
seling students about two weeks before the registration period for each
term. Schedules are also posted on the website in advance.

University Financial Policies

A Counseling student who is financially indebted to the University will
not be awarded a diploma or transcript until all financial obligations
have been met. Penalty fees are assessed for dishonored checks ($30)
and late payments ($150). Tuition charges and fees, as well as the tu-
dition deadlines for each term are listed on the Bursar’s webpage listed
above. Application fees are nonrefundable as is the credit card surcharge
of 2.75%. Tuition refunds for Add/Drops and Withdrawals are described
below.

Add/Drop Policy

A student who drops a course within the Add/Drop period (see Coun-
seling Program Calendar for dates) will not be charged tuition for the
dropped course. The student must complete a change form with the
Counseling Program, notifying an instructor of the intent to add/drop
does not constitute an official schedule change. A student who drops a
course after the scheduled dates, but remains registered for at least one
other course, will NOT receive a tuition refund for the dropped course.
Students missing more than 2 evening classes or more than 5 hours of a
weekend class may have to accept either an Incomplete, withdrawal, or
incomplete schedule change. Students who drop a course after the sched-
uled dates, but remains registered for at least one other course, will NOT
receive a tuition refund for the dropped course. Students missing more than 2
evening classes or more than 5 hours of a weekend class may have to accept
either an Incomplete, withdrawal, or an F depending on the circum-
stances. Students using Financial Aid should consult their Financial Aid representative prior to dropping a
course. To receive a full refund, students must submit their request be-
fore the first day of the term (not the first day of class).

Withdrawal Policy

Students who wish to withdraw from all their courses must notify the
Counseling office in writing. Nonattendance or notifying the instructor
does not constitute an official withdrawal. A student who officially with-
draws (Withdrawal is dropping ALL courses after your registration has
been processed) from the University is allowed a refund of tuition (see
below for refund schedule).

On or prior to Payment Due Date 100%
1st day through 5th day 90%
6th through 10th day of term 50%
11th through 15th day of term 25%
16th through 20th day of term 10%
After 20th day of term 0%

For Medical Withdrawals, a daily pro-rata refund is allowed. To qualify
for Medical Withdrawal, your personal physician must provide a written
explanation of the illness to the Director of the SMU Health Center who
will, in turn, rule on the case.

Incompletes

Students who have been granted grades of Incomplete by their instructor
must complete the coursework within one calendar year from the date of
the original class. Incompletes left open after that time may become a
grade of ‘F’. A maximum of two (6 hours) concurrently held grades of
Incomplete is allowed. Students who accumulate a total of three grades
of Incomplete will be put on probation and not allowed to enroll further
until the total is reduced. A student cannot graduate with any grade of
Incomplete.

Academic Regulations

Graduate study in Counseling is governed by the academic regulations
established for graduate programs in the School of Education and Hu-
man Development. The University Graduate Bulletin contains these reg-
ulations.

Scholastic and Academic Records

A student’s permanent record includes all SMU courses attempted,
grades assigned, and degrees received. Official transcripts are issued by
the Office of the Registrar. Unofficial transcripts, grades, class schedules
and account holds may be checked on-line by the student at MY.SMU
through https://my.smu.edu. In order to use MY.SMU it is necessary to
have an ID number and password. The grading system is as follows:

A, A- 4.00 – 3.70 Grade Point Average (GPA)
B+, B, B- 3.30 – 2.70 GPA
C+, C, C- 2.30 – 1.70 GPA – Course must be repeated
D+, D, D- 1.30 – 0.70 GPA – Course must be repeated
I Incomplete *
W Withdrawal

*The grade of Incomplete, if not removed within one calendar year, be-
comes an “F.” All courses attempted for credit on a student’s graduate
program must average B (3.00) or better, with no grade less than B-
(2.70) applying toward the degree.

Academic Probation

Graduate Students must maintain a cumulative GPA of 3.00. If in any
semester a student falls below this GPA, the student will be placed on
probation for one term. If at the end of the probationary term the cumula-
tive GPA is not up to 3.00, the student may be removed from the pro-
gram.

Prospective Graduates

Students must notify the Counseling office of intent to graduate and
complete an Application for Candidacy to Graduate (ACG) by the dead-
line established. In order to use MY.SMU it is necessary to have an ID number and password.

Weather Policy

It is the general policy of the University not to cancel classes except in
extreme cases. Please check TV and radio stations for closings. If in
doubt, call SMU Info (214) 768-4436. A notice will also be posted on
the SMU webpage: http://www.smu.edu.

Southern Methodist University does not discriminate on the basis of
race, color, national or ethnic origin, sex, age, veteran status, sexual
orientation, or disability.

Failure to read this bulletin does not excuse students
from information or regulations contained within. The
University reserves the right to make changes to this bul-
letin at any time.