PROGRAM CALENDAR & INFORMATION
2021-2022

FALL TERM 2021: AUG. 23 – DEC. 18, 2021
Registration begins April 5, 2021

Monday Aug 23 First day of class
   Deadline to apply for Graduation
Friday Aug 27 Last day to enroll/add/drop regular courses without billing
Friday Sept 3 Last day to drop/withdraw without academic record
Monday Sept 6 University Holiday
Mon-Tues Oct 11-12 Fall Break
Friday Nov 5 Last day to drop (grade of W)
Tuesday Nov 23 Last day to withdraw from University
Wednesday Nov 24 No Classes
Thurs-Fri Nov 25-26 University Holiday
Monday Dec 6 Last day of class (includes exams when applicable)
Saturday Dec 18 Official close of term, degree conferral
Thurs-Fri Dec 23-31 University Holiday

JAN TERM 2022: JAN. 3 – JAN. 16, 2022
Registration begins November 1, 2021

Note: Dispute Resolution may offer a limited number of selected courses during the January Term with unique start, end, deadline dates, and class meeting times to accommodate the particular needs of the course.

Sunday Jan 2 Last day to enroll/add/drop
Monday Jan 3 First day of Class
Thursday Jan 6 Last day to drop a course withdrawn from University (grade of W)
Friday Jan 7 Last day of class (includes exams when applicable)
Sunday Jan 16 Official close of term, degree conferral

SPRING TERM 2021: JAN. 18 – MAY 14, 2022
Registration begins November 1, 2021

Monday Jan 17 University Holiday
Tuesday Jan 18 First day of class
Monday Jan 24 Last day to enroll/add/drop regular courses without billing
Monday Jan 31 Last day to drop/withdraw without academic record
Mon-Fri Mar 7-13 Spring Break (Tentative, Subject to Change)
Wednesday April 6 Last day to drop (grade of W)
Friday April 15 University Holiday
Monday April 25 Last day to withdraw from University
Tuesday May 3 Last day of class (includes exams when applicable)
Saturday May 14 Official close of term, degree conferral, May Commencement

SUMMER TERM 2022
Registration begins April 4, 2022

Note: The summer term consists of three sessions: Full Session, First Session (June), and Second Session (July). Each session has different deadline dates. Dispute Resolution 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.

Classes meet in the weekly format for 4 hours, 15 minutes once or twice a week; in the two-weekend format, Friday from 4:00 to 9:00 p.m. and Saturday/Sunday from 8:30 a.m. to 5:30 p.m.; or in a weeklong format.

FULL SUMMER TERM: JUNE 1 – AUGUST 3, 2022

Wednesday June 1 First day of Class
Monday June 6 Last day to enroll/add/drop
Monday July 4 University Holiday (observed)
Friday July 22 Last day to drop (grade of W)
Thursday July 28 Last day to withdraw from University
Wednesday Aug 3 Last day of class (includes exams when applicable), Official close of term, degree conferral

SUMMER ONE TERM: JUNE 1 – 30, 2022

Wednesday June 1 First day of class
Thursday June 2 Last day to Enroll/Add/Drop
Thursday June 23 Last day to drop (grade of W)
Friday June 24 Last day to withdraw from Univ.
Thursday June 30 Last day of class (includes exams when applicable)
Wednesday Aug 3 Official close of term and degree conferral

SUMMER TWO TERM: JULY 5 – AUGUST 3, 2022

Monday July 4 University Holiday (observed)
Tuesday July 5 First day of class
Wednesday July 6 Last day to Enroll/Add/Drop
Tuesday July 26 Last day to drop (grade of W)
Thursday July 28 Last day to withdraw from Univ.
Wednesday Aug 3 Last day of class (includes exams when applicable), Official close of term, degree conferral

Last Updated: 3/5/2021  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 bulletin at any time.
INFORMATION & ACADEMIC CALENDAR
The Dispute Resolution 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.

CERTIFICATE REQUIREMENTS
- 21 credit hours of graduate study must be completed within three years of program start date.
- All students are required to complete: Psychology of Conflict, Mediation, and Negotiation and Dispute Resolution

MASTER OF ARTS REQUIREMENTS
- 42 credit hours of graduate study must be completed within six years of program start date.
- In addition to the above core classes, Master’s students are also required to complete: Law, Ethics & Morality, Communication and Dispute Resolution, Culture and Gender in Negotiation, Research Methods, and Capstone.

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

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.

UNIVERSITY FINANCIAL POLICIES
A DR student who is financially indebted to the University will not be awarded a certificate 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 tuition 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 DR Program Calendar for dates) will not be charged tuition for the dropped course. 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. Students missing more than 2 evening classes or more than 5 hours of a weekend seminar class will have to accept either an Incomplete, withdrawal, or an F depending on the circumstances. 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 before the first day of the term (not the first day of class). Requests to add or drop after deadlines must be made in writing. Notifying an instructor of the intent to add/drop does NOT constitute an official schedule change or guarantee a seat in the course.

WITHDRAWAL POLICY
Students who wish to withdraw from all their courses must notify the Dispute Resolution office in writing. Nonattendance or notifying the instructor does not constitute an official withdrawal. The following is a representative schedule of tuition refund policies for withdrawals:

| 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. Once a student commits to re-take a class to make up an Incomplete, the same course drop/withdrawal policies and provisions are in effect.

ACADEMIC REGULATIONS
Graduate study in Dispute Resolution is governed by the academic regulations established for graduate programs in the School of Education and Human Development. The University Graduate Bulletin contains these regulations.

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:

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<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
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<tbody>
<tr>
<td>A+</td>
<td>4.00 – 4.30</td>
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<tr>
<td>A</td>
<td>4.00 – 3.70</td>
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<td>A-</td>
<td>4.00 – 3.30</td>
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<td>B+</td>
<td>3.70 – 3.30</td>
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<td>B</td>
<td>3.30 – 3.00</td>
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<td>B-</td>
<td>3.00 – 2.70</td>
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<td>C+</td>
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<td>D-</td>
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<tr>
<td>I</td>
<td>Incomplete</td>
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<td>W</td>
<td>Withdrawal</td>
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*The grade of Incomplete, if not removed within one calendar year, becomes 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 C + (2.30) applying toward the certificate or 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 cumulative GPA is not up to 3.00, the student will be removed from the program.

PROSPECTIVE GRADUATES
Students must notify the DR office of intent to graduate and complete an Application for Candidacy to Graduate (ACG) by the date stipulated below. Academic records will be reviewed at this time to verify that program requirements have been met. A student cannot graduate with a grade of ‘Incomplete.’

To Qualify for Graduation:
1. Master’s candidates, submit ACG in my.SMU by First Day of the Term. Graduate certificate students complete the ACG form provided in the DR Program Office.
2. Complete all coursework by the end of Term

Graduation ceremonies only occur in May and December. Graduate Certificate students are not eligible to attend.

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 website: 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.

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