

SWOSU-SAYRE
ENROLLMENT FOR 2012 FALL SEMESTER
Begins February 13, 2012

(Advisement opportunities may be limited during spring break and semester intercessions as the majority of faculty will be off campus.)

Enrollment Room Hours
MON-FRI (8:30 AM-11:30 AM)(1:30 PM-4:30 PM)

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ABBREVIATIONS OF CAMPUS BUILDINGS			
SAB	Alexander Building	SCB	Conner Building
SMH	Mackey Hall	SPF	Patterson Field House
SCC	Capps Center	SSU	Student Union

FALL SEMESTER 2012

AUG	21	TUES	Enrollment for students who did <u>not</u> pre-enroll
AUG	22	WED (8:00 AM)	Classwork begins.
AUG	23	THUR (4:30-6:00 PM)	Enrollment for night students who did not pre-enroll
AUG	23	THUR (as scheduled)	Thursday night classes meet
AUG	28	TUES (4:30 PM)	Last day to add classes
SEP	3	MON	Labor Day Holiday
SEP	5	WED (4:30 PM)	Last day to drop a class or totally withdraw for a refund
OCT	17	WED (10:00 PM)	1st 8-week classes end
OCT	17	WED (10:00 PM)	Fall Break begins
OCT	22	MON (8:00 AM)	Classwork resumes
OCT	22	MON (8:00 AM)	2nd 8-week classes begin
NOV	2	FRI (4:30 PM)	Last day to drop with a guaranteed "W"
NOV	2	FRI (4:30 PM)	Last day to add CAI courses
NOV	20	TUE (10:00 PM)	Thanksgiving vacation begins
NOV	26	MON (8:00 AM)	Classwork resumes
DEC	7	FRI (4:30 PM)	Last day to drop classes with a WP/WF
DEC	13, 14	THUR, FRI	Final Exams
DEC	17-19	MON - WED	Final Exams
DEC	20	THUR (12:00 noon)	Final grades due
DEC	21	FRI	Semester ends

GENERAL ENROLLMENT PROCEDURES

1. It is the responsibility of the student to confirm admittance or re-admittance *(if returning after being out one semester)* to the university. See "[Application for Admission](#)" available in the Registrar's Office.
2. After obtaining a class schedule booklet, go to the advisor's office during scheduled office hours to complete the enrollment form *(obtaining advisor's signature)*.
3. Report to the Enrollment Center *(Registrar's Office, SAB-127)*.
4. Please have your social security number available.
5. You will be enrolled and receive a printed class schedule and bill for fees before leaving the Enrollment Room. You are not required to pay at the time of pre-enrollment. **ALL TUITION FEES ARE DUE ON OR BEFORE AUGUST 21, 2012.** Late payment penalties are listed on page 2.
6. Student I.D.'s will be taken in the library during the first two weeks of classes.