

2024-2025 Faculty Important Dates and Deadlines

Class Rosters

Census date rosters are due within one week of census date each Fall and Spring semester.

Accurate reporting is **critical** for state reporting, financial aid and student appeals. The process is easier than ever by simply logging into myLEO and accessing the current roster under Faculty Apps.

**The Registrar's Office will not drop schedules based on Census Day Rosters. Administrative Drops can be processed for excessive absences, prior to the drop deadline, at the instructor's request.

Instructions to locate Census Day

Rosters:

Log into myLEO
Select Apps tab
Select *Census Day Roster* icon

Mid-term Grades

Mid-term grades are due every Fall and Spring for **UNDERGRADUATE students**. (ONLY D's or F's)
Graduate Instructors do **NOT** need to submit mid-term grades.

Fall 2024: October 21, 2024
(opens October 11, 2024)

Spring 2025: March 24, 2025
(opens March 7, 2025)

All grades (midterm and final) are available to students via myLEO. Grades are not mailed to the students.

Final Grades

Final Grade due dates:

Fall 2024: Dec. 16, 2024
(opens Dec. 6, 2024)

Winter Mini 2025: Jan.13, 2025
(opens Jan. 3, 2025)

Spring 2025: May 12, 2025
(opens May 2, 2025)

May Mini 2025: June 2, 2025
(opens May 23, 2025)

Summer I 2025: July 7, 2025
(opens June 27, 2025)

Summer I TEN: Aug. 11, 2025
(opens Aug. 1, 2025)
**10 week courses

Summer II 2025: Aug. 11, 2025
(opens Aug. 1, 2025)

Census Dates (exclude holidays and weekends)

Fall Semester: 12th Class Day	Fall 2024: Sept. 11, 2024	20th day: Sept. 23, 2024
Spring Semester:	Spring 2025: Jan. 29, 2025	20th day: Feb. 10, 2025
Summer Semesters: 4th Class Day	Summer I 2025: June 5, 2025 Summer II 2025: July 10, 2025	15th day: June 25, 2025 15th day: July 30, 2025
Mini Semesters: 2nd Class Day	Winter Mini 2025: December 17, 2024 May Mini 2025: May 13, 2025	



**EAST TEXAS
— A&M —**

State Funding Rule

**Student must be registered by Census Day and paid by: 20th day-Fall /Spring
15th day/Summer to count for state funding
No extensions for mini terms**

Additional Links:

Faculty Resources: <http://www.tamuc.edu/admissions/registrar/Faculty%20Resources.aspx>
Academic Calendar: <http://www.tamuc.edu/admissions/registrar/academicCalendars/default.aspx>
Registration Schedule: <http://www.tamuc.edu/admissions/registrar/academicCalendars/registrationSchedule.aspx>
Final Exam Schedule: <http://www.tamuc.edu/admissions/registrar/academicCalendars/final-exam-schedule.aspx>