

Academic Calendar 2012 Spring Term 4116	Session 1 16 Weeks	Session M02 8 Weeks	Session M03 8 Weeks
Tuition Due	January 13	January 13	March 5
First Day of Class	January 9	January 9	March 5
Last day to add either on campus or in student self service and without signature	January 11	January 11	March 7
Last day to add with signature-- in person only	January 13	January 12	March 8
Last day to withdraw and receive a 100% refund	In person-January 13 Student Self Service-January 15	In person, Student Self Service, or KCTCS email-January 12	In person or KCTCS email*- March 8
Last day to withdraw without receiving a "W" grade	In person-January 13 Student Self Service- January 15	In person or Student Self Service - January 12	In person or KCTCS email*- March 8
Martin Luther King Jr Holiday	January 16	January 16	January 16
Last day to withdraw and receive a 50% refund	In person or KCTCS email*- February 6	In person or KCTCS email*- January 23	In person or KCTCS email*- March 19
President's Day Holiday	February 20	February 20	February 20
Last day to change from Credit to Audit	March 5	February 6	April 2
Mid-Term	March 5	February 6	April 2
Last day to withdraw without the instructor's signature and receive a grade of 'W'	In person or KCTCS email*- March 5	In person or KCTCS email*- February 6	In person or KCTCS email*- April 2
Spring Break	March 12-18	March 12-18	March 12-18
Good Friday (College closes at noon)	April 6	April 6	April 6
Last day for students to withdraw at the discretion of the instructor and receive "W" grade	In person or KCTCS email*- April 27	In person or KCTCS email*- February 28	In person or KCTCS email*- April 27
End of Class Work	April 27	February 28	April 27
Final Exam Week	April 28-May 4	February 29-March 1	April 28-May 4

*To email a request for withdraw please send class information, your student ID# via your student email account to JF-records-office@kctcs.edu.

If instructor signature is required please include an email from your instructor granting permission.

Email must be received by 11:59pm.