

## Schedule Production Timeline Fall 2015

10.31.14	Notify departments by email that schedules have been rolled for Fall 2015.
11.10.14	Priority Registration begins.
12.08.14	Departments submit Fall schedules with Large Space and Computer Classroom requests for Fall 2015.
01.20.15	Classes begin for Spring 2015.
01.21.15	Scheduling Center completes data entry for Fall 2015.
01.21- 01.27.15	Scheduling Center scripts to identify errors in the Fall 2015 schedule.
01.28.15	Scheduling Center submits Fall 2015 to Dr. Harris for review.
01.29- 02.16.15	Dr. Harris reviews Fall 2015 preassignments via schedule production database.
01.30.15	Deadline for departments to provide Scheduling Center with Chair/Dean approvals for non-standard times and short courses for Fall 2015.
02.03- 02.06.15	Scheduling Center reviews non-standard meeting times and short courses for Fall 2015.
02.09.15	Deadline for departments to submit Fall 2015 changes prior to Scheduling Center running S25.
02.13.15	Deadline for departments to submit Distance Learning meeting requests for Fall 2015.
02.16- 02.25.15	Scheduling Center runs S25 for Fall 2015 to assign space to courses.
02.25- 02.27.15	Scheduling Center places courses without space assignments for Fall 2015.
03.02.15	Scheduling Center emails departments to review Fall 2015.
03.09.15	Courses display on RaiderNet with note "under construction" for Fall 2015.
03.09- 03.13.15	Distance Learning meetings are scheduled for Fall 2015.
03.09- 03.14.15	Spring Break.
03.20.15	Hybrid sections without meetings will be cancelled for Fall 2015.
03.20.15	Courses without space assignments will be cancelled for Fall 2015.
03.20.15	Deadline for departments to submit final, minor changes for Fall 2015.
03.23- 03.30.15	Scheduling Center completes all Fall 2015 changes.
03.31- 04.02.15	Scheduling Center completes final checks.
04.03.15	Event scheduling begins.
04.06- 04.17.15	Priority Registration begins for Summer and Fall 2015.

Please contact Tammy Maples, Scheduling Coordinator, at 615-898-5815 or Tammy.Maples@mtsu.edu with any questions.

