



2017 Summer Term – END OF TERM AND GRADUATION PROCESSING SCHEDULE

Items in **bold** involve faculty/academic units.

Faculties begin preliminary check of all potential graduates	August 18, Friday
*This is an essential check that will allow early identification of ineligible students and will reduce time required for graduation checking. Graduation Lists for Preliminary Grad Check are available to faculties anytime through the Student Reports portal in Aurora Self Service	
Last day of Exams	August 26, Saturday
Deadline for Submission of Approved Grades	September 1, Friday 4 PM
Final Grade and End of Term assessment processes run	September 5, Tuesday
The Registrar's Office will send confirmation when the processes are complete and you can begin running your assessment pending reports.	
Assessment Pending Reports and Medal Ranking Reports for non-Graduating and Graduating Students available to faculties	September 6, Wednesday
Produce & distribute *Master Grad List and Poor Grade Report	
SHADEGR status will be changed to PN. Program changes must be completed by faculty offices by this date; after this date only the Registrar's Office will make changes.	
	September 6, Wednesday
Grad Lists returned to Registrar's Office from faculties (indicate Gold medal winners)	September 26, Tuesday (noon)
Gold Medal & Program Medal reports returned to Financial Aid & Awards	September 26, Tuesday (noon)
Enter Graduation honorifics and awards	September 27 – 29, Wednesday – Friday
Deadline for corrections to academic assessments in Aurora INB	September 29, Friday
Produce final Grad List and report for Senate	October 2, Monday
Senate Meeting	October 4, Wednesday
Senate letters are sent to approved graduates	October 6, Friday
Fall Convocation	October 17-19, Tues-Thurs

Notes:

All departments and faculties have the ability to track the submission of grades through Aurora Student Self Service and are responsible for follow up of missing or late grades.

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