Winter 2022 Schedule of Classes Timeline (Overview)

Build Entry & Completion
Timeline: 2/14/22 - 4/15/22

Unit Scheduling Activities:
• Planning the schedule
• Building the schedule in Coursedog (Cd)
• Entering Cd exceptions
• Clearing + reviewing warnings

Registrar Schedule of Classes:
• Communicates build opening timeline
• Communicates best practices and available reports
• Communicates deadline reminders

Build Submission
Deadline: Friday, 4/22/22

Unit Scheduling Activities:
• Review Build and clear all Cd warnings
• Please review and finalize schedule with Associate Dean/Chair/Director
• Final step: Submit build in Cd - All warnings must be cleared or Submit button will not be Active

Registrar Schedule of Classes:
• Communicates a reminder to clear warnings

SoC Data Integrity Check

Registrar Schedule of Classes:
• Conducts data-integrity check queries
• Communicates data-integrity errors to units

Unit Scheduling Activities:
• Review and respond to data-integrity emails
• Coursedog is closed for any unit changes to Winter session

SoC Classroom Assignment
Not applicable for Winter

Registrar Schedule of Classes:
Registrar SoC communicates any last-minute anomalies

Unit Scheduling Activities:
• Coursedog is closed for any unit changes to Winter session

Please review your Schedule Build prior to the Publish Date.
The Registrar SoC team will send an email reminder.

SCHEDULE PUBLISH:
September 19, 2022
Enrollment Opens: TBD