



Important Messages for Students

from the University Registrar

www.smu.edu/registrar

Spring 2025

IMPORTANT DATES

Full Academic Calendar

- January 16** - Spring Rotunda Passage for NEW spring First-Year and Transfer students
- January 20** - Martin Luther King, Jr. Holiday
- January 21** - First day of classes
- January 27** - **LAST DAY to enroll, ADD courses, or DROP courses without tuition billing while remaining enrolled for the term**
- February 3** - Last day to drop a course or withdraw without academic record (Withdrawal Refund Schedule applies).
- February 5** - Last day to declare no-credit grading option for a course
- March 17-23** - Spring Break
- March 24** - Mid-Term Deficiency Reports available to undergraduate students
- April 18** - Good Friday Holiday
- April 25** - Honors Convocation
- April 28** - Last day to: declare a course pass/fail; drop a course; and/or withdraw from the University
- May 6** - Last day of class/instruction (*Follows a Friday schedule*)
- May 7** - Reading Day
- May 8-14** - Final Examinations (Grades due 72 hours after final exam)
- May 16** - Baccalaureate
- May 17** - May Commencement

MID-TERM GRADING

Undergraduate students may receive mid-term grades. Please visit the [2024-25 Undergraduate Catalog](#). Enrollment and Academic Records section, then scroll down to see the Mid-Term Grading section for specific information.

OFFICIAL UNIVERSITY CALENDAR

Please see the [Official University Calendar for 2024 - 2025](#) on the University Registrar webpage for important dates and deadlines.

ENROLLMENT & STUDENT FINANCIAL SERVICES (PAYMENT) INFORMATION

You should NOT attend a class in which you are not officially enrolled! Classes begin on Tuesday, January 21. If you have not enrolled, you have through **Monday, January 27**. Payment is due at the time of enrollment. Select link for information on how to pay. smu.edu/bursar/webpay.asp

The last day to ADD courses or DROP courses without tuition billing (while remaining enrolled for the term) is Monday, January 27, until 11:59 p.m. The last day to DROP a course (**tuition charges apply**) or withdraw without academic record (**Withdrawal Refund Schedule** applies) is Monday, February 3. For further information concerning Spring 2025 and other important deadlines, please go to the [2024-25 Academic Calendar page](#).

Remember that it is YOUR RESPONSIBILITY to ensure that your enrollment is accurate and all University deadlines are met.

“NO CREDIT” OR “PASS/FAIL” OPTION

Students may take some undergraduate courses for “No Credit” or “Pass/Fail.” “No Credit” **Option** - Students should indicate in writing no later than the deadline indicated in the [academic calendar](#) that they wish to do so. Permission of the instructor or department is required. “Pass/Fail” **Option** – 12 hours of pass/fail hours are the maximum total credits that a student can use towards a degree assuming a passing grade in the class. Grades of C- or higher are considered passing. Deadline to complete the Undergraduate Pass/Fail Option Declaration form is indicated in the [academic calendar](#). Forms are available online [here](#). More information can be found in the online [Undergraduate Catalog](#).

PERSONAL INFORMATION VERIFICATION

Students are required to verify their personal information twice a year. Failure to do so will result in a HOLD being placed which prohibits future enrollment. Students should update their personal information as the need arises. Click on My Profile and then Contact Info on the left-hand side in my.SMU. Update address, phone, and/or emergency contacts whenever necessary.

EXCUSED ABSENCES

Students who participate in officially sanctioned scheduled extracurricular activities or observe a religious holiday should be given an opportunity to make up class examinations or other graded assignments missed as a result of this activity. Students should be informed by the instructor at the beginning of the term, preferably in writing, of the instructor’s makeup policy. A list of religious holidays for use in requesting excused absences is available on the [University Calendar](#). For the policy regarding religious holidays, click [here](#). For medical absence information, click [here](#).

RELEASE OF EDUCATION RECORDS

FERPA — The Family Educational Rights and Privacy Act of 1974

The process of authorizing your parents and others access to your education records, such as Financial Aid, Student Financials, Holds, and Academic Records is easy! Go to smu.edu/LegalDisclosures/FERPA for more information regarding FERPA. Step-by-step instructions to authorize access are located at smu.edu/LegalDisclosures/FERPA/Releases/Student-Records-Release. Feel free to contact our Mane Desk at manedesk@smu.edu or 214.768.5555 if you have any questions. Find out more about directory information at smu.edu/registrar/ferpa/dir_info.asp