

Scheduling Calendar

Schedule Deadlines	Summer 2025 05/12/2025 – 08/01/2025	Fall 2025 08/25/2025 – 12/12/2025 Spring 2026 01/12/2026 – 05/01/2026
Departments will be contacted with the rolled schedule via spreadsheet.	September 30, 2024	September 30, 2024
Departments review schedule and send Curriculum Scheduling the updated spreadsheet.	September 30, 2024– October 18, 2024	September 30, 2024– December 6, 2024
Registrar’s Office assigns rooms to scheduled courses.	December 2, 2024 – December 6, 2024	January 27, 2025 – January 31, 2025
Finalized schedule of classes available for students online.	December 9, 2024	February 3, 2025
Registration begins	February 12, 2025	March 12, 2025
Schedule changes require approval from College Dean * See <i>Guidelines Below</i>	February 12, 2025	March 12, 2025

Guidelines:

- After the initial scheduling spreadsheet is completed by the Registrar’s Office, departments are required to submit the [Course Scheduling Request Form](#) to make any changes to the schedule.
- Once registration begins, College approval is needed for section additions, day/time changes, and modality changes. This will be noted on the Course Scheduling Request Form.
- Please ensure you notify registered students of course cancellations, schedule changes, and changes in modality as these changes may result in changes to students’ bills.
- Email Curriculum-Scheduling@utoledo.edu with any questions.