

2012 May Term TCL Deadline & Workshop Calendar

May Term Office: lower level of Stevenson Hall / Financial Aid Office: lower level of Holmes Hall

*Payments must be made with cash or checks only

October 4, 2011	TCL Application Process Workshop, 12:00-1:00 pm, Faculty Lounge, Memorial Center
October 11, 2011	Travel Course Information Fair, 5:00-7:00 pm Young Main Lounge, Memorial Center
November 1, 2011	Deadline for students to submit completed travel course application forms to May Term Office
November 3, 2011	Travel course leaders will receive travel course student applications
November 7, 2011	Hand deliver Part I of the travel course applications (of those students you have placed on your roster) to the registrar's office by noon; Hand deliver Part II of the applications to Dean of Students office by noon
November 10, 2011	Travel course registration information available online
November 14, 2011	May Term registration for on-campus courses
December 1, 2011	Deadline for students to request PLUS Loan or Private Education Loan for May Term with Financial Aid Office Medical Report Form due to May Term Office \$250 deposit due from students to May Term Office for all domestic and international travel courses*
January 9, 2012	Additional 15% payment due from students to May Term Office for all domestic and international travel courses* Last day for students to drop May Term Travel Course for refund of \$250 deposit
February 1, 2012	Final payment due from students in full to May Term Office for all domestic and international travel courses* The below listed items are due from students to the May Term Office: <ul style="list-style-type: none"> • Two passport copies due for all international travel courses • Release Agreement • Emergency Contact Form • Travel Agreement • Alcohol & Drug Abuse Policy
March 26, 2012 (Tentative)	TCL Risk Management Workshop, 12:00-1:00 pm, Faculty Lounge, Memorial Center
April 5, 2012 (Tentative)	TCL Budget Workshop, 12:00-1:00 pm, Faculty Lounge, Memorial Center
April 18, 2012 (Tentative-dependent upon Senior Dinner)	Mandatory Travel Meeting for all international and domestic travel course participants. 5:00-7:00pm, Location TBA