

Spring 2025 Schedule of Classes Timeline

2024 Dates	Task/Event
Monday, July 29	Large (150+) classroom request window opens
Thursday, August 8	Release of Spring 2025 Schedule of Classes to departments for updating
Tuesday, August 13 @ 2:00 p.m.	Admin User Group Meeting to Discuss Scheduling for Spring 2025
Friday, August 16	Large (150+) classroom requests due from academic unit by this date (for classes expecting enrollment between 115-300)
Monday, September 9	CPI opens for entering room settings and preferences
Friday, September 20	Schedule of classes due from the academic unit to their administrative assistant
Wednesday, September 25	Schedule of classes data entry due to Registrar; access in SA closes at 11:59 pm
Friday, September 27	Room settings and preferences due to Registrar; access to the CPI closes at 11:59 pm
Monday, September 30 – Friday, October 11	Classroom optimization by Registrar's Office/Super-Schedulers
Monday, October 14	Departmental access to Schedule of Classes returned to departments
Wednesday-Friday October 16-18	Fall break
Monday, October 21	Schedule of Classes for spring term released on MyMadison for student viewing and planning
Friday, November 1 – Thursday, November 7	Student enrollment by appointments
Friday, November 8	Open Enrollment begins
Friday, December 20 – Wednesday, January 1	Winter Break

Spring 2025 Schedule of Classes Timeline (cont.)

2025 Dates	Task/Event
Winter Sessions	
Monday, January 6- Friday, January 10	Dates of Winter Session 1, one-week-first session (1W1)
Monday, January 6- Friday, January 17	Dates of Winter Session 2, two-week session (2W1)
Monday, January 13- Friday, January 17	Dates of Winter Session 3, one-week-second session (1W2)
Tuesday, January 14	Final Grades Due by 3 p.m. for 1W1
Monday, January 20	Martin Luther King Jr. Holiday
Tuesday, January 21	Final Grades Due by 3 p.m. for 2W1 & 1W2
Spring Sessions	
Tuesday, January 21	Spring Regular & 7W1 sessions start
Tuesday, February 11	Census Date; Assessment Day
Tuesday, March 11	Last day of 7W1 session
Thursday, March 13	Spring 7W2 session starts
Monday-Friday, March 17-21	Spring Break
Tuesday, March 25	Final Grades Due by 3 p.m. for 7W1 session
Thursday, April 24	Last day of department access to the Schedule of Classes in SA
Wednesday, May 7	Last day of class instruction (Regular & 7W2 sessions)
Thursday-Wednesday, May 8-14	Final Exams
Tuesday, May 20	Final Grades Due by 3 p.m. for Regular & 7W2 sessions