**SENIOR SCHEDULING DEADLINE DATES AND DIRECTIVES**

**PLEASE ENTER THESE IMPORTANT DATES IN YOUR I-PAD!**

February 9, 2015:  **Senior Scheduling (Class Meeting)** – 2:00 to 4:30 PM in the HRC Auditorium

February 10, 2015:  If you haven’t already started, you should go into OASIS and peruse course descriptions in the Fourth-Year Course Catalog in detail. By now, you should have contacted your clinical advisor and begun a conversation regarding your career plans.

At 10:00 AM on Tuesday, February 10, you may begin creating your “Lottery Selections List” by entering OASIS. Once you have completed the selection of all and any courses you think you may be interested in, you will request electronic approval from your clinical advisor. After he/she has approved your list, you may not add or delete selections but you can continue to reorder them until 11:59 AM on Friday, March 6th.

February 17, 2015  Fourth-Year Scheduling Tutorial – 6:00 to 7:00 PM in the Medical Education Building, Instructional Computer Labs (A & B)

February 25, 2015  Fourth-Year Scheduling Tutorial – 6:00 to 7:00 PM in the Medical Education Building, Instructional Computer Labs (A & B)

March 2, 2015  Fourth-Year Scheduling Tutorial – 6:00 to 7:00 PM in the Medical Education Building, Instructional Computer Labs (A & B)

March 2, 2015:  VSAS (Visiting Student Application Service) Authorizations will be issued to the Class of 2016.

March 6, 2015:  **You must have your final “Lottery Selections List” approved and ranked by 11:59 a.m. (just before NOON) on Friday, March 6.** OASIS will move to the scheduling mode at Noon and you will no longer have access to the system.

PLEASE NOTE:  **FAILURE TO MEET THE MARCH 6th DEADLINE WILL RESULT IN BEING ASSIGNED TO COURSES THAT ARE AVAILABLE AFTER THE LOTTERY HAS BEEN RUN.**

March 16 - 20, 2015:  Match activities for the graduating class will be our priority this week. Please defer your needs to the graduating class.

April 3, 2015:  **Target** date for release of 2015-16 senior schedules. The schedules should be viewable on-line in OASIS beginning at 5:00 p.m.

April 20, 2015:  Beginning today, at your specified login time, you may make on-line schedule changes.

Please note that **ALL** courses have “RESTRICTION DAYS”. This refers to the number of days prior to starting the course when online add/drops can no longer be made. You will find the restriction days for each course displayed in the course catalog near the top of each description. Most courses have a 28-day add/drop restriction. **Online changes to courses starting on July 6 cannot be made after June 7 at 11:59 PM (just before Midnight).**

Seven courses have a 56-day restriction (305-M4D227, 308-M4D116, 308-M4D512, 308-M4D903, 311-M4D218, 311-M4D500 and 311-M4D901). Course number 308-M4D502 has an 84-day restriction and course number 320-M4D414 has a 112-day restriction.

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May 14, 2015: Senior Awards Dinner for Class of 2015. (They will be our priority.)

May 15, 2015: Commencement Ceremony for Class of 2015 (They will be our priority.)

May 19 - 21, 2015: Registration will take place for those students who, in June, are on scheduled vacation or starting their senior year on June 1. Please come to the Office of the Registrar between the hours of 8:00 a.m. and 5:00 p.m. to take care of this. You must register in order to have malpractice coverage. A $250.00 late fee will apply after May 21st. Please have evaluations completed and library fines and any other financial obligation to the College paid prior to this time or you will not be able to register.

May 25, 2015: MCW closed for Memorial Day observance.

Friday, June 5, 2015: Deadline date for acceptance letters for July away/unlisted electives. Letters should be e-mailed (psindberg@mcw.edu), faxed (414-955-0117) or mailed to the Office of the Registrar, Medical College of Wisconsin, 8701 Watertown Plank Road, Milwaukee, WI 53226. All acceptance letters are due at least 30 days prior to the commencement of any away/unlisted elective.

Sunday, June 7, 2015 Last date/time to make on-line changes in OASIS to your JULY coursework. Any requested schedule changes to your July coursework after this date must be approved by the Associate Dean for Student Affairs. It will be necessary for you to make an appointment to meet with the Dean to discuss the educational rationale/emergent reason for this change.

Please note that ALL courses have “RESTRICTION DAYS”. This refers to the number of days prior to starting the course when on-line add/drops can no longer be made. You will find the restriction days for each course displayed in the course catalog near the top of each description. Most courses have a 28-day add/drop restriction. Although, there are seven courses that have a 56-day restriction (305-M4D227, 308-M4D116, 308-M4D512, 308-M4D903, 311-M4D218, 311-M4D500 and 311-M4D901). Course number 308-M4D502 has an 84-day restriction and course number 320-M4D414 has a 112-day restriction.

June 17, 2015: Senior Registration - HRC Auditorium at 3:00 p.m. A $250.00 late fee will be charged if you are more than 15 minutes late. Please have evaluations completed and library fines and any other financial obligation to the College paid prior to this time or you will not be able to register.

July 31, 2015: Must have a course and/or vacation posted to your schedule for the entire 2015-2016 academic year through May 1, 2016. This does not mean you can’t change your schedule as courses open up or if your career plans change, providing the change is made within the appropriate “Restriction days” for the course.

January 22, 2016: Last day to make on-line schedule changes for March and April, 2016. After 5:00 p.m. on Friday, January 22, 2016, any requested schedule changes for March and April must be approved by the Associate Dean for Student Affairs. It will be necessary for you to make an appointment to meet with the Dean to discuss the educational rationale/emergent reason for this change.