

## Division III Calendar: May 2018 Graduates

<b>Thursday</b>	<b>September 28, 2017</b>	<b>Deadline to pass Division II.</b> Passes must be recorded on TheHub by this date. After you have passed, you will need to make your Division III contract ready for faculty signatures. It is important that you do this as soon as possible to ensure that you meet the October 5 filing deadline.
<b>Thursday</b>	<b>October 5, 2017</b>	<b>Division III contracts must be filed on TheHub for Spring 2018 completion.</b>
<b>Thursday</b>	<b>December 7, 2017</b>	<b>Student Progress Reports are due on TheHub.</b> You must complete a brief progress report on TheHub by this deadline. In advance of this date, you should also agree with your committee when you will submit work for them to review as part of the faculty progress report.
<b>Thursday</b>	<b>December 14, 2017</b>	<b>Faculty Progress reports are due on TheHub.</b> Along with the work you have submitted up to this point in time, your chair will review your student progress report and post their comments on TheHub by this deadline.
<b>Monday</b>	<b>January 8, 2018</b>	<b>Fall 2017 advanced activity evaluations due.</b> If you completed an internship during the Spring semester, make sure you submit a signed evaluation from your supervisor by this date.
<b>Monday</b>	<b>February 12, 2018</b>	<b>Division III contract revision must be filed on TheHub for May 2018 completion.</b> Update your contract so that it accurately reflects your project, advanced educational activities and committee membership by this deadline. <u>An Accurate, up-to-date Division III contract, ready for signatures before or by this deadline, is a graduation requirement.</u>
<b>Friday</b>	<b>May 4, 2018</b>	<b>Division III passes are due on TheHub.</b> All of your committee members must sign your pass on TheHub for it to be officially recorded. All final meetings, including all final presentations, must take place by this date.
<b>Monday</b>	<b>May 7, 2018</b>	<b>Deadline to clear outstanding debts with Student Accounts and return all library books and equipment.</b> Please note that you will not be able to receive your diploma until all holds have been cleared.
<b>Monday</b>	<b>May 14, 2018</b>	<b>Final evaluations are due on TheHub.</b> This is the deadline for which your Chair must post your Division III evaluation on TheHub. Evaluations for advanced educational activities other than Five College grades are also due on TheHub by this deadline.
<b>Saturday</b>	<b>May 19, 2018</b>	<b>Commencement Ceremony.</b>

\*An additional semester of enrollment is required when this deadline is not met. Students who anticipate problems with this deadline should meet with their advisors. Please contact CASA (in the Lemelson building) 413-559-5498, if you have any questions about or problems with this deadline.

### **Extension date for students whose work was not completed by May 4, 2018 Deadlines:**

Students who do not complete the Division III project by the May 4, 2018 deadline are typically expected to take another semester of full enrollment. In Some cases of extenuating circumstances, when both advanced educational activities have been successfully completed, but the Division III Project has not been completed, a student may request an extension. If a student is granted an extension, the date for submission of all completed work would be the first advising day in the following semester, February 15, 2018. And the Division III evaluation would be due within 10 days after this deadline.