

Academic Calendar/Refund Dates Spring 2023 (16 week courses only)

Students who wish to enroll in a short course must enroll before the start of the course. Proportionate drop and withdrawal dates apply to block and short courses. Go to registrar.okstate.edu and click on [Short Courses with Unique Drop/Add Deadlines](#).

Winter intersession begins	Monday, Dec. 19
Winter intersession ends	Friday, Jan. 13
University Holiday (OSU-Tulsa closed)	Monday, Jan. 16
Classes begin	Tuesday, Jan. 17
Spring Term 100% Refund, Nonrestrictive Drop/Add Deadline**	Tuesday, Jan. 24
Spring Term Partial Refund, Restrictive Drop/Add Deadline**	Friday, Jan. 27
Six week grades due from faculty (by noon)	Wednesday, March 1
Spring Break	Monday-Friday, March 13-17
Deadline to file diploma application (for name to appear in the spring commencement program)	Monday, April 3
Spring Term W Drop/Withdraw deadline**	Friday, April 14
Spring Term W/F Withdraw Deadline**	Thursday, April 28
Pre-finals Week	Monday-Friday, May 1-5
Class work ends	Friday, May 5
Finals Week #	Monday-Friday, May 8-12
Commencement, OSU-Stillwater campus	Fri.-Sat., May 12-13
Commencement, OSU-Tulsa	Monday, May 15
Final grades due electronically from faculty (by noon)	Wednesday, May 17

Examination schedule can be found at https://registrar.okstate.edu/class_schedule_short_courses/exams.html

Grade reports are compiled shortly after the end of the semester and are made available electronically to the students, students' advisors, and the students' deans.

A University holiday falls within this session. If the scheduled classes do not meet, additional class time or assignments may make up the difference.

**Drop/Add and Withdraw Deadline Details:

100% Refund, Nonrestrictive Drop/Add Deadline:

- add a course (nonrestrictive)
- drop a course with 100% refund and no grade

Partial Refund, Restrictive Drop/Add Deadline:

- add a course (requires instructor and adviser signatures)
- drop a course with partial refund and grade of "W" (requires adviser signature)

W Drop/Withdraw Deadline:

- drop a course with automatic grade of "W" (requires adviser signature)
- withdraw from all classes with automatic grades of "W" (requires completed Withdrawal Form)

W/F Withdraw Deadline:

- withdraw from all courses with assigned grades of "W" or "F" (requires completed Withdrawal Form)

Helpful Telephone Numbers

OSU-Tulsa Campus

Main Number.....	918-594-8000
Undergraduate Admissions.....	918-594-8020
Graduate Admissions.....	918-594-8445
Advisors.....	918-594-8271

BOB Shuttle Information & Reservations

Tulsa Number.....	918-594-8332
Stillwater Number.....	405-744-7100
Bursar's Office.....	918-594-8320
Campus Life.....	918-594-8450
Career Services.....	918-594-8353
CLEP Exams.....	918-594-8232
Counseling Psychology Clinic.....	918-594-8568
Enrollment Services.....	918-594-8020
Financial Aid.....	918-594-8273
Information Technology Help Line.....	405-744-4357
International Student Services.....	918-594-8020
Library.....	918-594-8130
Minority Support Services.....	918-594-8234
OKEY Account.....	405-744-4357
OSU-Tulsa Police.....	918-594-8123
Prospective Student Services.....	918-594-8355
Speech-Learning-Hearing Clinic.....	918-594-8573
Student Organizations Information.....	918-594-8450
Testing Center.....	918-594-8232
Tutoring Services.....	918-594-8232
University Store Information.....	918-594-8252
Wellness Center.....	918-594-8126

Need to schedule an appointment with an academic adviser?
Log on at star.okstate.edu

Graduating in May? You must file a diploma application online by **Monday, April 3** to have your name appear in Stillwater's spring commencement program. Log in to my.okstate.edu, and select "Apply to Graduate" from the Student Records menu.

OSU-Tulsa holds a commencement ceremony in spring ONLY. For more information, visit tulsa.okstate.edu/graduation. OSU-Tulsa students may walk in Stillwater's commencement ceremony.



TULSA

Oklahoma State University-Tulsa
700 N. Greenwood Avenue
Tulsa, OK 74106-0702

918-594-8000
tulsa.okstate.edu



TULSA

Enrollment Guide Spring 2023

Transfer Days
Nov. 10 & Dec. 14

Last day to enroll without late fee Jan. 13
First day of classes Tuesday, Jan. 17
Last day to enroll (nonrestrictive) Tuesday, Jan. 24

tulsa.okstate.edu

Spring 2023 Enrollment Schedule

Graduate students may select any of the enrollment periods below.

Date to Enroll	Graduation/Retention Credit Hours Earned
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Priority & Graduate Students

Oct. 24	All priority & graduate students
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Seniors

Oct. 25	115 or more
Oct. 26	110 or more
Oct. 27	105 or more
Oct. 28	100 or more
Oct. 31	95 or more
Nov. 1	90 or more

Juniors

Nov. 2	85 or more
Nov. 3	80 or more
Nov. 4	75 or more
Nov. 7	70 or more
Nov. 8	60 or more

Sophomores

Nov. 9	50 or more
Nov. 10	50 or more
Nov. 10	OSU-Tulsa Transfer Enrollment begins
Nov. 14	50 or more
Nov. 15	40 or more
Nov. 16	30 or more

Freshmen

Nov. 17	20 or more
Nov. 18	20 or more
Nov. 28	10 or more
Nov. 29	0 or more (Last digit of ID 0-5)
Nov. 30	0 or more (Last digit of ID 6-9)
Dec. 2	Open Enrollment

***New transfer students** will begin the enrollment process with OSU-Tulsa Prospective Student Services, North Hall 130, 918-594-8355. **Transfer Days will be Nov. 10 and Dec. 14**

Visit tulsa.okstate.edu/transferevents to register for Transfer Days.

Visit tulsa.okstate.edu/enrollment for Enrollment Services contact information and hours of operation.

Spring 2023 Final Exam Schedule

Monday, May 8

8-9:50 AM	10-11:50 AM	2-3:50 PM	6-7:50 PM	8-9:50 PM
If your class meets: MWF 8:30 am	If your class meets: MWF 11:30 am	If your class meets: MWF 2:30 pm MW 2:30 pm	If your class meets: MONDAY EARLY EVENING* or MWF 4:30 pm MW 4:00 pm	If your class meets: MONDAY NIGHT**

Tuesday, May 9

8-9:50 AM	10-11:50 AM	2-3:50 PM	6-7:50 PM	8-9:50 PM
If your class meets: TR 7:30 am	If your class meets: TR 10:30 am	If your class meets: TR 1:30 pm	If your class meets: TUESDAY EARLY EVENING* or TR 5:30 pm	If your class meets: TUESDAY NIGHT**

Wednesday, May 10

8-9:50 AM	10-11:50 AM	2-3:50 PM	6-7:50 PM	8-9:50 PM
If your class meets: MWF 9:30 am	If your class meets: MWF 12:30 pm	If your class meets: MWF 3:30 pm	If your class meets: WEDNESDAY EARLY EVENING* or MWF 5:30 pm	If your class meets: WEDNESDAY NIGHT**

Thursday, May 11

8-9:50 AM	10-11:50 AM	2-3:50 PM	6-7:50 PM	8-9:50 PM
If your class meets: TR 9:00 am	If your class meets: TR 12:00 pm	If your class meets: TR 3:00 pm	If your class meets: THURSDAY EARLY EVENING* or TR 4:30 pm	If your class meets: THURSDAY NIGHT**

Friday, May 12

8-9:50 AM	10-11:50 AM	2-3:50 PM	6-7:50 PM	8-9:50 PM
If your class meets: MWF 7:30 am MW 8:00 am	If your class meets: MWF 10:30 am	If your class meets: MWF 1:30 pm	If your class meets: FRIDAY EARLY EVENING*	If your class meets: FRIDAY NIGHT**

*Early Evening Exams – Classes that begin at or after 4 p.m. but before 6 p.m.

**Night Exams – Classes that begin at or after 6 p.m.

Exam Locations – with the exception of common finals, the location of the final exam is the regular meeting place of the class.

Saturday Classes – Exams for classes meeting on Saturday will be held on the Saturday morning at the end of finals week (time determined by instructor).

Final exam schedule is subject to change.

Check https://registrar.okstate.edu/class_schedule_short_courses/exams.html for updates.

Registration and Enrollment

1. Find your expected enrollment/registration date for the upcoming semester in this enrollment guide.
2. Schedule a meeting with your academic advisor 1-2 weeks before your enrollment date to plan your class schedule and have your advising hold cleared.
3. From Student Self-Service, check **Student Profile** to see if you are eligible to register for classes. This site will notify you of factors that may prevent you from being eligible to register, such as enrollment status, academic standing and holds.
4. Accessing **Prepare for Registration** (under Registration) will allow you to view registration permits/overrides that have been granted to you.
5. You can plan your schedule in Self Service using **Plan Ahead** under the Registration menu. Plans created here will be available when you register for classes (on the Plans tab).
6. If you register in a class with variable credit hours, it will default to the lowest number of credit hours. Use the **Schedule and Options** tab of Registration to **change credit hours in a variable credit class**. Visit [OSU Registration System](https://registrar.okstate.edu) for detailed instructions.
7. Visit the [OSU Registration System](https://registrar.okstate.edu) for details concerning Self-Service Registration.
8. View [My Class Schedule](#) provides instructions for reviewing your class schedule in various ways.

Short Course Deadlines

Students who wish to enroll in a short course must enroll before the start of the course. Short courses have unique drop/add and refund deadlines which can be found in Self-Service or in the spreadsheets linked on the [short course page](#). To find the drop/add and refund deadlines for a course in Self-Service, click on the class title or CRN to access the Class Details, then click on the Drop/Add and Refund Deadlines tab. Please go to https://registrar.okstate.edu/class_schedule_short_courses/short_courses.html for additional information on short courses.