

Action Item and Timing Determination	Explanation	Form Needed	Spring 2026	Summer 2026	Fall 2026
<b>Roll term and open CU-SIS access</b> (Approx 1 month after Census)	<b>Move Current Term Classes to Future Term; Spring to Spring, Summer to Summer, Fall to Fall</b>	<b>None- Assistant Registrar for Catalog and Curriculum Management sends a spreadsheet to each school/college to confirm if their courses should roll</b>	5/2/2025	9/1/2025	12/12/2025
<b>Term Activation</b> (Approx 2-4 weeks prior to Registration)	<b>Students can view Class Search; Shopping Carts Open for Students</b>	<b>None</b>	10/1/2025	2/2/2026	3/1/2026
<b>Course Revisions and Requisite Changes Due Date to Courses email</b> (2-4 weeks prior to class registration)	<b>Want as few changes to courses at the Catalog Level prior to registration</b>	<b>Course Proposal Form, Catalog-level Requisite Form, Special Topics Form</b>	10/6/2025	2/2/2026	3/1/2026
<b>Registration Opens</b>	<b>None</b>	<b>None</b>	11/3/2025	3/2/2026	4/1/2026
<b><u>CLASS SCHEDULE DEADLINE</u></b> (2-4 weeks before term start)	<b>From now until term start, all new classes must be scheduled by Curriculum Management Team (Basic Data Tab)</b>	<b>After date listed must submit Class Section Form</b>	12/19/2025	5/18/2026	7/20/2026
<b>Late Add Prep</b> (2 Weeks before term start)	<b>Can view in Maintain Schedule of Classes to see if course sections have Instructor or Dept Consent already listed on class</b>	<b>None- Assistant Registrar for Catalog and Curriculum Management sends a spreadsheet to each school/college to confirm which courses need consent added</b>	1/8/2026	N/A	8/3/2026

Term Start	Classes Start	None	1/20/2026	5/18/2026 & 6/8/2026	8/17/2026
<b>Late Add Instructor Consent Lists Due</b>	Can view in Maintain Schedule of Classes to see if course sections have Instructor or Dept Consent already listed on class	None- Assistant Registrar for Catalog and Curriculum Management sends a spreadsheet to each school/college to confirm which courses need consent added	1/21/2026	N/A	8/17/2026
<b>Waitlist Purged</b> (Monday Morning of Week 2)		None	1/26/2026	5/25/2026 & 6/11/2026	8/24/2026
<b>CU-SIS Access Closes for the Enrollment Control Tab/Combined Table</b> (census)	From now until the term ends, class cancellations and enrollment capacity adjustments can only be processed by the Curriculum Management Team	After date listed must submit Class Section Form	2/4/2026	6/15/2026	9/2/2026
<b>CCOG Meetings (monthly; day/time subject to change)</b>	Meeting to discuss Course and Curriculum Operations with Campus Partners	None	4th Monday of each month (through April)	<b>SUMMER BREAK</b> (through August)	4th Monday of each month (starting August)
<b>CU-SIS Access Closes for the Meetings Tab for the term</b> (Sunday before grading starts)	From now until the term ends, instructor updates can only be processed by the Curriculum Management Team	After date listed must submit Class Section Form	5/17/2026	7/20/2026	12/6/2026
<b>CU-SIS Access Closes for the term</b> (last day of term)	<u>Retroactive class and course adjustments require Dean approval</u>	<u>Class Section Form and Dean Approval</u>	5/15/2026	8/1/2026	12/4/2026