

ANTH 219: SOCIOLINGUISTICS

Table of Contents

ANTH 219: SOCIOLINGUISTICS.....	1
Textbook	2
Course Outcomes.....	2
General Education Ratings.....	2
Grading.....	3
Grade distribution	3
Grading scale.....	3
What should you do to succeed in this class?	4
Course Rhythm and Time Commitment	4
Course Calendar.....	4
Tentative Schedule of Topics	5
Class Expectations.....	6
Syllabus and Social Science Division Guidelines and Procedures Review	6
My expectations of students:.....	6
What you can expect from me.....	6
Due dates	6
Late work (and how to avoid it!)	6
Behavioral Expectations.....	7
Avoiding Plagiarism	7
Course Assessments.....	8
i. Discussions:	8
ii. Assignments:.....	8
iii. Reading Quizzes	8
iv. Exams	8
Students with Disabilities.....	9
Student Code	9
Affirmation of inclusion.	10
Safe Space	Error! Bookmark not defined.
PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION.....	11
BC WINTER 2016 College Calendar	12

ANTH 219: Sociolinguistics

Instructor Information

Instructor: Katharine Hunt

E-mail: Please use the mail tool in Canvas.

Only if Canvas is unavailable, use the following: katharine.hunt@bellevuecollege.edu

Phone: (425) 564-2399 to leave a message.

On campus office hours: Monday: 12:30 – 2:30, Wednesday: 9:00 – 10:00 am in office D 100E;

Online Office Hours (tentative times): Thursdays: 8:00 – 9:00 am; 8:00 – 9:00 pm. We can talk via chat or Skype during these times.

Textbook

Readings are an essential part of this course. You will need to purchase one textbook. Other readings will be available online.

An Introduction to Sociolinguistics

Janet Holmes

2013; 4th edition.

Publisher: Routledge

ISBN : 978-1408276747

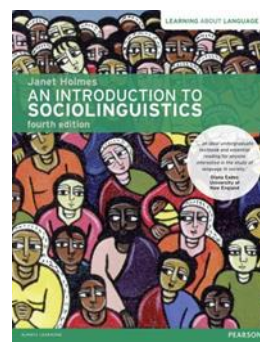
USE THIS NUMBER WHEN BUYING THE TEXTBOOK

Copies of this book are available through the BC bookstore.

However, you can also check other online sites for used

copies, such as amazon.com; half.com; chegg.com;

barnesandnoble.com



Course Outcomes

Listed below are the course outcomes for ANTH 219. Outcomes will be assessed through exams, assignments and discussions.

By the end of the course students will be able to:

- Identify social factors which lead to variation in how individuals and groups use language
- Describe how social and political factors affect the development of languages over time, including the development of regional and social dialects, pidgins and creoles
- Interpret graphs and tables showing correlations between linguistic forms and social variables
- Analyze the causes and effects of social judgments of different dialects, taking a cross-cultural perspective, and justify taking a culturally relativistic approach to language variation
- Evaluate the social effects of government policies related to language around the globe, including in the areas of education, bilingualism, language maintenance and official languages
- Select and use appropriate methods for gathering and analyzing data to research sociolinguistic questions
- Relate sociolinguistic research findings to their own experiences

The course will also include discussion of news items related to sociolinguistics.

General Education Ratings

This course meets the General Education requirement for cultural diversity, within the category “Connections”.

Grading

Grade distribution

Grades will be weighted and calculated as follows:

Assignment	Percentage of final grade
Getting Started Assignments	5%
Weekly Reading Discussions and Assignments	45%
4 Exams	40%
Reading Quizzes	10%
TOTAL:	100%

Grades in Canvas: The overall grade which shows in the grades page in Canvas during the quarter can be misleading. If you want to know your current grade in class during the quarter, please ask me.

Grading scale

Final grades will be calculated based on the following grading scale:

95-100%	A
90-94%	A-
85-89%	B+
80-84%	B
75-79%	B-
70-74%	C+
65-69%	C
60-64%	C-
55-59%	D+
50-54%	D
below 50%	F

Details of the Bellevue College grading policy can be found at:

http://bellevuecollege.edu/policies/3/3000_grading.asp

Read the descriptions there carefully. Note that an A grade is only assigned to work that EXCEEDS expectations, so if you want to get an A in this course, you will need to work hard and go beyond the minimum asked for in assignments.

What should you do to succeed in this class?

1. Contact me if you have any questions or concerns.

I welcome your emails and questions at any time. Often a problem can be easily solved if it is addressed immediately. Too often, though, students delay in letting me know about a problem until the end of the quarter when it may be too late to resolve it.

2. Participation in class

Log on to the course site regularly (at least every couple of days), and be sure to have notifications set up so that you get messages and announcements sent to your phone or another email account if you do not plan to log onto Canvas every day.

3. Reading

Reading is a very important part of learning in this course. In most weeks you will need to read about 50 pages from the textbook, plus additional assigned articles and PowerPoints. If you find that you are having trouble understanding or completing the assigned readings, I suggest you try the following:

- i. For textbook readings, look at the review questions at the end of each chapter in the textbook, and the answers at the back of the textbook. Use the glossary at the back of the textbook to help you understand any technical terminology. For other readings, use the reading guides I supply in the modules.
- ii. Look over the “Tips for doing readings” document posted in the “Getting Started” module.
- iii. Email me to ask questions about any of the readings if you find them difficult.
- iv. Ask a question in the reading discussion to get help from your classmates.

4. Set aside regular times to complete your work.

In an online class, it can be easy to get behind if you do not make a priority of completing the work. Schedule regular blocks of time when you plan to complete your work for this class. Allow at least 12 hours per week. The weekly deadlines in the course are designed to help you stay up to date.

5. Have a technology plan

- i. Make a plan now for what you will do in case of problems with your computer or internet service. (E.g. a friend's house, Starbucks, library, campus, etc.)
- ii. Set your computer to back up your work regularly to a flashdrive and/or the cloud
- iii. Never write postings or assignments directly in Canvas, as it is easy to lose work. Compose offline and then upload.

Course Rhythm and Time Commitment

- This online course will have weekly assessments, including quizzes, discussions, assignments and exams. Most due dates will be Monday nights at 11:59 pm.
- You should expect to spend at least 12 hours per week reading, working on assignments and studying.

Course Calendar

- A schedule of topics and due dates is provided on the next page of this syllabus. I suggest you print out that page and keep it accessible, so that you always know what is coming up in the course, even if you do not have web access at some point.
- Assignments and due dates will also be included in the overview at the start of each module. Any changes to the due dates will be announced on the course site.

Tentative Schedule of Topics

This represents the tentative order of topics and associated textbook readings, and the dates of tests. Other readings will be assigned weekly.

WEEK	Dates	Topics	Textbook Readings	Assignments
1	Jan 4 - 11	<ul style="list-style-type: none"> ❖ Introductions ❖ What is Linguistics? ❖ What is Sociolinguistics? ❖ Symbolism in language ❖ Dictionaries ❖ Methods 	Chapter 1	<p>Getting Started Assignments Reading Quiz Assignment 1</p>
2	Jan 12 - 18	<ul style="list-style-type: none"> ❖ Language Choice in Multilingual Communities ❖ Language maintenance and shift 	Chapter 2 Chapter 3	<p>Reading discussion 1 Reading Quiz</p>
3	Jan 19 - 25	<ul style="list-style-type: none"> ❖ Multilingual nations 	Chapter 4	Exam 1 (due Jan 25)
4	Jan 26- Feb 1	<ul style="list-style-type: none"> ❖ Language Planning ❖ Regional dialects ❖ Social dialects 	Chapter 5 Chapter 6	<p>Assignment 2 Reading Quiz</p>
5	Feb 2-8	<ul style="list-style-type: none"> ❖ Language and gender ❖ Language and age 	Chapter 7	<p>Reading discussion 2 Reading Quiz</p>
6	Feb 9- 15	<ul style="list-style-type: none"> ❖ Language and Ethnicity ❖ 	Chapter 8	Exam 2 (due Feb 15)
7	Feb 16 - 22	<ul style="list-style-type: none"> ❖ Language Change ❖ Style, context and register 	Chapter 9 Chapter 10	<p>Assignment 3 Reading Quiz</p>
8	Feb 23 - 29	<ul style="list-style-type: none"> ❖ Speech functions, politeness and cross-cultural communication 	Chapter 11	<p>Reading discussion 3 Reading Quiz</p>
9	Mar 1 - 7	<ul style="list-style-type: none"> ❖ Gender politeness and stereotypes ❖ 	Chapter 12	Exam 3 (due Mar 7)
10	Mar 8 - 14	<ul style="list-style-type: none"> ❖ Language, cognition and culture ❖ Analysing discourse 	Chapter 13 Chapter 14	<p>Reading discussion 4 Reading Quiz</p>
11	Mar 15 - 21	<ul style="list-style-type: none"> ❖ Attitudes and applications ❖ Conclusion 	Chapter 15 Chapter 16	<p>Assignment 4 Reading Quiz</p>
12	Mar 21 - 23	<ul style="list-style-type: none"> ❖ Final exam week 		Exam 4 (due March 23)

Class Expectations

Syllabus and Social Science Division Guidelines and Procedures Review

You are required to review this syllabus and the Social Science Division Procedures and Guidelines (at the end of the syllabus), which apply to students in this class. Enrollment in the course constitutes an agreement to abide by the procedures and guidelines set forth in these two items. If you have any questions about the meaning of any of this material, please ask me.

My expectations of students:

- Be respectful to other students
- Read instructions carefully and contact me whenever you have questions
- Turn work in on time
- Do not wait until the last minute to ask for help
- Do not plagiarize. (Details on the next page.)

What you can expect from me

- Respectful responses to questions
- Responses within 24 hours to email. I will warn you ahead of time if this will not be possible for any reason. If you do not hear back from me, please email again after 24 hours, to be sure that your message got through
- Work usually graded within a week. Again, I will warn you if I cannot meet this goal.

Due dates

- All course work must be submitted/posted/completed by 11:59 p.m. on the due date.

Late work policy (and how to avoid late work!)

- Course assignments and exams are important, and should be a priority while you are a student. In an online course you are responsible for checking deadlines and organizing your time to make sure that you complete work on time.
- In general I do not accept late assignments, as it is unfair to students who submit on time. However, I know from personal experience that life can present unexpected challenges which prevent you from turning work in on time. If you feel that you have a serious and valid reason for needing to submit work late, you may write an email asking me to accept your late work. In your email you should state why your assignment is/will be late, and provide any evidence you can to support your claim. I will consider these requests on a case by case basis. You should always do this as soon as possible. If your request comes in after the due date, you will need to have a good reason. Do not just submit work late with no explanation and hope that I will accept it!
- To avoid last-minute emergencies, try to complete all work well before the deadline. Some students like to mark deadlines on their calendars a day earlier than the actual due date, so that they will always have an extra day if a last minute emergency arises.
- Vacations are not a valid excuse for late work. If you will be out of town without web access on due dates, you should complete the work before you leave.
- Individual reading quizzes are worth very few points, and I will not grant extensions for these. It is to your benefit to complete quizzes on time because then you can use them to review for the unit exams. If you have not completed them by the due date, you will not be able to review the quiz questions.
- If I agree to accept late work from you, it is your responsibility to let me know when the work is completed, and to check with me if it is not graded within two weeks after submission.

Behavioral Expectations

- The on-line classroom must be safe and open for all students regardless of their age, sexual orientation, race, ethnicity, religion, gender, disability, or perspective.
- Please abide by the following discussion guidelines:
 1. Treat your classmates with respect, even when you disagree with them.
 2. Any opinions or arguments you express should be supported by evidence.
 3. If you disagree with a classmate, question the evidence or the claim, not the person.
 4. No one should be understood to be 'representing' the racial/ethnic, gender, class, etc. group to which he or she belongs. You speak only for yourself.

Avoiding Plagiarism

Plagiarism is “the uncredited use (both intentional and unintentional) of somebody else's words or ideas.” (<http://owl.english.purdue.edu/owl/resource/589/01/>) It is considered a serious academic offense in the United States. You can avoid plagiarism by taking care in how you cite or paraphrase the sources you use in researching projects or papers.

The form of plagiarism I most frequently see in student assignments is the copying and pasting of material from the web. Please do not be tempted to do this. All projects you submit will be checked by Turnitin.com. If plagiarism is found, you will get a score of zero.

Here are two excellent sources you can use to help you learn how to avoid plagiarism:

<http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

<http://www.lib.usm.edu/legacy/plag/whatisplag.php>

Course Assessments

After the special work completed in the Getting Started module, assessed work in this class will consist of discussions, exams, reading quizzes and assignments. Here is some information about each of these.

i. Discussions:

The reading discussions are designed to help you reflect on the course topics and readings, come to a deeper understanding of the concepts, see connections between the course content and other aspects of your life experience and exchange ideas with classmates. In all discussion postings, I will be looking for evidence of critical thinking.

Participating actively in the discussions will make your experience of the class more enjoyable and more meaningful, and it will also help you get a better grade in the course. Students regularly tell me that reading postings from other students helps them understand the topics more fully.

You need to participate in four discussions. Each time you participate, you will be required to post an initial response to the topic and then reply to other students. You will be graded on the quality of your posting and your engagement in the discussion. Guidelines about my expectations will be provided in the discussion prompt. Each discussion will contain specific questions for you to answer. Organize your posting into sections according to the questions posted in the discussion prompt. Include a word count at the end of your posting. Where possible or relevant, refer to the readings and use technical terminology from the course content.

ii. Assignments:

In the assignments you will do some fieldwork or research related to what you have learned in the course and you will submit a write-up, describing your methods and findings, and showing how you applied what you learned in the course.

iii. Reading Quizzes

Reading quizzes, which are multiple choice, are designed to help you assess your understanding of the readings. These quizzes can be taken as often as you wish and you can also use them to review for the exams – as long as you complete them by the due date.

iv. Exams

There will be four exams in this course, consisting of multiple choice questions. You will have an hour to complete each exam. Exams are open book. I will post a review sheet before each exam, summarizing the topics to be covered. The last exam is not comprehensive.

Students with Disabilities

- If you have medical information to share with me, please contact me via email. If you need course modifications, adaptations, or accommodations because of a disability, I can refer you to our Disability Resource Center (DRC).
- The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible.
- If you are a person who requires assistance in case of an emergency situation, such as a fire, earthquake, etc., please meet with your individual instructors to develop a safety plan within the first week of the quarter.
- If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact [Autism Spectrum Navigators](#) Email and phone number is on the web page. ASN is located in the Library Media Center in D125.
- The DRC office is located in B132 or you can call the reception desk at 425.564.2498. Deaf students can reach us by Skype: the address is **DRCatBC** (NOTE: There is no @ sign...it is actually **DRCatBC**). Please visit our website at [Disability Resource Center](#) for application information into our program and other helpful links.

Accessibility

The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

Student Code

“Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services.” The Student Code, Policy 2050, in its entirety is located at: http://bellevuecollege.edu/policies/2/2050_Student_Code.asp

Affirmation of inclusion.

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

Religious Holidays

Students who need to miss examinations or any other assignments as a consequence of their religious observance will be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays which will affect their ability to complete work, preferably at the beginning of the quarter.

College Anti-Discrimination Statement (Title IX)

Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates.

For further information and contacts, please consult [College Anti-Discrimination Statements](#).

Safe Space

This class is a Safe Space for all students, regardless of sexual orientation or gender identity.

Bellevue College E-mail and access to MyBC

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: [Create Email](#)

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the [Technology Help Desk](#)

Academic Calendar

The Bellevue College Academic Calendar is separated into two calendars. They provide information about holidays, closures and important enrollment dates such as the finals schedule.

- [Enrollment Calendar](#) On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.
- [College Calendar](#) This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end and start dates, and final exam dates.

PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

Winter 2016

Cheating, Stealing and Plagiarizing*

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services and at [http://bellevuecollege.edu/policies/2/2050P_Student_Code_\(Procedures\).asp](http://bellevuecollege.edu/policies/2/2050P_Student_Code_(Procedures).asp)

Email Communication with instructors must be done through student email accounts only. Instructors cannot communicate with students about their course work or grades through student's personal email accounts.

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal from Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Centre (DRC) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Centre, and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and program assistants or coordinators will not give out grades. Students should access their grades through the BC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

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**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*

BC WINTER 2016 College Calendar

This calendar is taken from the BC Winter 2016 Course Schedule. I find it the most useful summary of dates for this quarter.

CALENDAR						
January 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 HOLIDAY	2
3	4 Winter Qtr Begins	5	6	7	8	9
10	11	12	13	14	15 Count Day	16
17	18 HOLIDAY	19	20	21	22	23
24 31	25	26	27	28	29	30

February 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11 NO CLASS	12	13
14	15 NO CLASS	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8 NO CLASS	9	10	11	12
13	14	15	16	17	18	19
20	21 FINIS	22 FINIS	23 FINIS Qtr Ends	24	25	26
27	28	29	30	31		

April 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Spring Qtr Begins	5	6	7	8	9
10	11	12	13	14	15 Count Day	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

WINTER 2016 College Calendar for Credit Students			
For the year at a glance go to: www.bellevuecollege.edu/enrollment/holidays/		Web Registration Hours	
For the latest information, go to: www.bellevuecollege.edu/enrollment/deadlines/		Monday – Friday	6:00 am – midnight
		Saturday 6:00 am – Sunday 11:59 pm	
Admissions & Registration Hours*			
January 4–8		Beginning January 11	
Monday–Thursday	7:30 am – 7:00 pm	Monday & Thursday	8:00 am – 5:00 pm
Friday	8:00 am – 5:00 pm	Tuesday & Wednesday	8:00 am – 6:00 pm
		Friday	8:00 am – 4:00 pm
*Hours are subject to change.			
Nov 6	Admissions priority date (apply by this date for earlier registration)		
Nov 13	Students in BC bachelor degree programs, eligible veterans and National Guard members begin registration		
Nov 16	CONTINUING STUDENTS begin to register by appointment		
Nov 23	New and former students who apply by the 11/6/15 priority date begin registration		
Nov 24	Bookstore – First day to order books online		
Nov 26–27	HOLIDAY – college closed		
Nov 30	Students applying after the 11/6/15 priority date begin registration		
Nov 30	Bookstore – Winter Quarter textbooks available in bookstore		
Dec 8–10	Bookstore Buyback (9:00 am - 5:00 pm)		
Dec 10	Spring quarter graduation applications due		
Dec 22	Admissions application deadline for winter quarter		
Dec 25–26	HOLIDAY – college closed		
Dec 31	Space-available waivers registration (in state-supported classes only) – senior citizens (age 60+) & BC employees start at 8:00 am; other eligible state employees start at noon		
Jan 1	HOLIDAY – college closed		
Jan 3	Last day to add a class online		
Jan 4	WINTER QUARTER INSTRUCTION BEGINS		
Jan 4	Permission from instructor is required for registration		
Jan 8	Last day to withdraw from a class with a 100% refund (less processing fee) in-person by 5:00 pm or online by 11:59 pm		
Jan 8	Late registration ends at 3:00 pm		
Jan 8	Financial Aid census – last day to register/adjust your schedule for financial aid purposes		
Jan 11	Bookstore – last day for 100% refund on Winter quarter textbooks		
Jan 15	Last day to withdraw from a course without a “W” posted on the transcript		
Jan 15	Last day to change letter grade to pass/fail/audit or to modify credits in a variable credit class		
Jan 18	HOLIDAY – college closed		
Jan 22	Last day to withdraw from classes with a 50% tuition refund – in-person by 4:00 pm		
Jan 23	Last day to withdraw from classes with a 50% tuition refund – online by 11:59 pm		
Feb 11	COLLEGE CLOSED		
Feb 15	COLLEGE CLOSED		
Feb 19	Last day to withdraw from a class – in-person by 4:00 pm (“W” will be posted on the transcript)		
Feb 21	Last day to withdraw from a class – online by 11:59 pm (“W” will be posted on the transcript)		
Mar 8	NO CLASS – offices open		
Mar 13	Summer quarter graduation applications due		
Mar 21–23	Final exams		
Mar 21–23	Bookstore buyback		
Mar 23	WINTER QUARTER ENDS		
Mar 29	Grades posted to student transcripts		