

SDCCD Curriculum - Enrollment Timeline

Summer 2023 / Fall 2023 / Spring 2024

Updated on: 11/1/2023

Summer 2023: June 5 – August 12, 2023 (Primary 8 week session: Jun 20 – Aug 12, 2023)		
AREA	DESCRIPTION	DATE
Curriculum	CIC Proposal Due to Instructional Services	Sep 2, 2022
Curriculum	CIC Approval Deadline for Curriculum	Sep 22, 2022
Schedulers	Prior Term Copy of Class Schedule	Oct 10, 2022
Curr/Schdlrs	Distribution of FTE allocations (Summer23/Fall23/Spring24)	Nov 10, 2022
A&R	Student Applications Open (Emails: Welcome (S32), DAAPP (S39), Annual Disc(S27), Priority Reg(S60), Milestone(S64), TitleIX(S65), Plcmnt Ast(S67))	Jan 4, 2023
Schedulers	Deadline to enter 'Class Notes' for District Office review	Mar 30, 2023
Schedlrs/Fac	Faculty Begin Submitting Textbook Requisitions (Nebraska Book file runs the week Prior)	Apr 3, 2023
Curriculum	Deadline to email corrected 'Class Notes' to schedule preparers	Apr 7, 2023
A&R	Student Deadline: Appeal Loss of Priority Reg (Appt Term) or CCPG	Apr 7, 2023
Faculty	Faculty TAO Release Date	Apr 10, 2023
A&R	College Deadline to submit appeals to District (Loss of Priority/CCPG)	Apr 12, 2023
A&R	SDUnified (some CharterHS) Conditional HS Graduate File processed (SDUSD Grad Date 6/14)	Apr 14, 2023
A&R	HS Students who age out to become Provisional (APRV Stdnt Grp) DOB < 06/05/2004	Apr 14, 2023
A&R	Deadline for Priority Appointments: CCCApply and CS Data Entry for DSPS, EOPS, CalWORKs, Foster & Homeless Youth, Active Duty, Veterans & Athletes	Apr 14, 2023
Schedulers	Class Schedule Posted Online	Apr 17, 2023
Faculty	Faculty can start building Canvas Class Shells	Apr 17, 2023
A&R	Summer Appointments Viewable in <i>mySDCCD</i> & emailed (S36)	Apr 20, 2023
Faculty	Permission Numbers for restricted Classes/Programs displayed in Faculty Portal	Apr 22, 2023
A&R	Registration by Appointment Begins: Priority Groups: DSPS, EOPS, CalWORKs, Foster & Homeless Youth, Active Duty, Veterans, Apprenticeship & Athletes	Apr 24, 2023
A&R	<i>Registration Emails:</i> Reg Activity(S43), Class in Cart-not enrld(S31), Canvas Invite(S49), Class Cancelled(S90), Immunization for CHIL cls(S52), Classes on Base(S46), Waitlist(Gen info(S54), Next to Enroll But Blocked(S53), Auto Enrolled-Pay Fees(S61)), Payment Plans/DNP Warning (S92), Payment Plan Info after signing up (S93)	Apr 24, 2023
SF / A&R	Payment Plan - 22350100 Enrollment Dates: 4/24/23 to 6/3/23 Installment Dates: 7/1/23, 7/22/23, 8/12/23	Apr 24, 2023
A&R	High School Registration - Admissions Registers High School students	Apr 27, 2023
A&R	Open Registration for Summer Begins	Apr 28, 2023
SF / Parking	Student Parking Permits (mail cutoff date): Pick up on campus if purchased after:	May 19, 2023
Faculty	Canvas Student Enrollment Visible – (2 Weeks Prior to Class Start)	May 22, 2023
Faculty	Faculty Emails: Opening Day (S20), Add/Drop Deadline(S15), Census Enrlmnt(S28), Withdrawal Deadline(S16), Grades Deadline(S17), Reminder to "POST" Grades(S68)	May 30, 2023
A&R	(S45) LCOM ('X') classes - Warning students of drop and being moved to linked CRNs	May 30, 2023
Faculty	Permission Numbers Visible in Faculty Portal	Jun 3, 2023
A&R	Residency determination date for all sessions	Jun 4, 2023
	Drop for NonPayment of Enrollment Fees (Does not include Health Fees, Students with Anticipated Financial or Veteran Aid, HS, Apprenticeship, R2T4, Promise) Registration offline while DNP runs	Jun 4, 2023
	Waitlist processing will resume at the end of the day: (after DNP has been verified)	Jun 5, 2023
	Opening Day for Summer	Jun 5, 2023
	Opening Day for Primary 8 week session	Jun 20, 2023
Faculty	Census Deadline - Faculty to process all drops for no shows	Faculty Center
A&R	Incompletes - Missing Roll To Grade (SDCCD_SR_STDNT_INCOMPLETE) - Run Monthly	Jun 30, 2023
	Deadline to Apply for Graduation (Reminder emails (S63) and ADT (S39) sent 1 month prior)	Jul 31, 2023
A&R	Final Conditional HS Grad file processed for Non Graduating Seniors (SDUSD 8/11/23)	Aug 15, 2023
Faculty	GRADES Due - Start running Late Grade Rpt (X_SR_MISSING_GRADES)	Aug 18, 2023
A&R	Grade process begins (Grd Lapse, Repetition, Acad Stand, Holds, DQ Drop from Future Enrl)	Aug 21, 2023
A&R	Veterans Counts on Ed Plans (VA 85:15) (30 days after term)/ 'F' Grade / Graduate Rpt	Aug 21, 2023
	EOT Emails (S06) Probation(at risk of losing CCPG and Priority), (S07)Disqual-Prov/HS/JD, (S01) Disqual-dropped from future enrlnmt, (S03-5) Disqual - 1st, 2nd, 3+, (S57)Approaching 100 units will lose priority	Aug 25, 2023
A&R	Hold Transcript for Final Grades - Release Date	Aug 28, 2023

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FALL 2023: August 7 - December 16 (Primary 16wk session: August 21 - December 16, 2023)

AREA	DESCRIPTION	DATE
Curriculum	CIC Proposal Due to Instructional Services	Sep 2, 2022
Curriculum	CIC Approval Deadline for Curriculum & CIC Catalog Deadline [2023-2024]	Sep 22, 2022
Schedulers	Prior Term Copy of Class Schedule	Nov 28, 2022
A&R	Student Applications Open (Emails: Welcome (S32), DAAPP (S39), Annual Disc(S27), Priority Reg(S60), Milestone(S64), TitleIX(S65), Plcmnt Ast(S67))	Jan 4, 2023
Schedulers	Deadline to enter 'Class Notes' for District Office review	Mar 30, 2023
Schedlrs/Fac	Faculty Begin Submitting Textbook Requisitions (Nebraska Book file runs the week Prior)	Apr 3, 2023
Curriculum	2023/2024 College Catalogs Published Online	Apr 3, 2023
Curriculum	Deadline to email corrected 'Class Notes' to schedule preparers	Apr 7, 2023
	Student Deadline: Appeal Loss of Priority Reg (Appt Term) or CCPG	Apr 7, 2023
Faculty	Faculty TAO Release Date	Apr 10, 2023
A&R	College Deadline to submit appeals to District (Loss of Priority/CCPG)	Apr 12, 2023
A&R	SDUnified Expected Graduation File processed (SDUSD Grad Date 6/14)	Apr 13, 2023
A&R	Deadline for Priority Appointments: CCCApply and CS Data Entry for DSPS, EOPS, CalWORKs, Foster & Homeless Youth, Active Duty, Veterans, Apprentice & Athletes	Apr 14, 2023
Schedulers	Class Schedule Posted Online	Apr 17, 2023
A&R	Fall Appointment (Registration Date and Time) emailed to students & viewable in mySDCCD	Apr 21, 2023
Faculty	Permission Numbers for restricted Classes/Programs displayed in Faculty Portal	Apr 29, 2023
R&R	Registration by Appointment Begins (3 weeks 5/1 - 5/19)	May 1, 2023
A&R	<i>Registration Emails: Reg Activity(S43), Class in Cart-not enrld(S31), Canvas Invite(S49), Class Cancelled(S90), Immunization for CHIL cls(S52), Classes on Base(S46), Waitlist(Gen info(S54), Next to Enroll But Blocked(S53), Auto Enrolled-Pay Fees(S61)), Payment Plans/DNP Warning (S92), Payment Plan Info after signing up (S93)</i>	May 1, 2023
SF / A&R	Pymnt Plan1-22370100: Enrlmt: 5/1 to 6/11 (Instlmt Dates: 8/1/23, 9/1/23, 10/1/23) Pymnt Plan2-22370200: Enrlmt: 6/12 to 7/23 (Instlmt Dates: 8/15/23, 9/15/23, 10/15/23) Pymnt Plan3-22370300 Enrlmt: 7/24 to 9/1 (Installment Dates: 9/15/23, 10/7/23, 11/1/23)	May 1, 2023
A&R	Registration - Adms starts to Registers High School students	May 18, 2023
A&R	Open Registration for Fall Begins	May 22, 2023
Faculty	Faculty can start building Canvas Class Shells	Jul 24, 2023
Faculty	Faculty Emails: Opening Day (S20), Add/Drop Deadline(S15), Census Enrlmnt(S28), Withdrawal Deadline(S16), Grades Deadline(S17), Reminder to "POST" Grades(S68)	Jul 24, 2023
Faculty	Canvas Student Enrollment Visible – Primary Session	Jul 29, 2023
SF	Bus Pass (Semester) go on Sale (S88 email)	Aug 1, 2023
A&R	Drop for NonPayment of Enrollment Fees (Does not include Health Fees, Students with Anticipated Financial or Veteran Aid, HS, Apprenticeship, R2T4, Promise.) Registration offline while DNP runs	Aug 6, 2023
	Waitlist processing will resume at the end of the day: (after DNP has been verified)	Aug 7, 2023
SF	Student Parking Permits (mail cutoff date): Pick up on campus if purchased after:	Aug 9, 2023
Faculty	Permission Numbers Visible in Faculty Portal	Aug 20, 2023
A&R	Residency determination date for all sessions	Aug 20, 2023
F&R	Fall Opening Day	Aug 21, 2023
A&R	International Student Rpts: (X_CC_INTL_ADDRESS), (X_CC_INTL_VISA & X_CC_STDNT_COURSE)	Aug 22, 2023
A&R	Add/Drop Deadline (Primary Session) (Instructor drop by Noon next business day)	Sep 1, 2023
Faculty	Census Deadline (Primary Term) - Faculty to process all drops for non-attendance	Sep 5, 2023
D&R	Discontinue - Student Program/Plan -DISC - No enrollment after Summer 2022	Oct 16, 2023
W&R	Withdrawal and Pass/NoPass Deadline (Primary Session)	Oct 27, 2023
D&R	Deadline to Apply for Graduation (Reminder emails (S63) and ADT (S39) sent 1 month prior)	Nov 15, 2023
A&R	Incompletes - Missing Roll To Grade (SDCCD_SR_STDNT_INCOMPLETE) - Run Monthly	Dec 1, 2023
W&R	Winter Break (Dec 21 - Jan 1)	Dec 21, 2023
Faculty	GRADES Due - Start running Late Grade Rpt (X_SR_MISSING_GRADES)	Jan 5, 2024
A&R	GRADES beginn (Grade Lapse, Repetition, Acad Standing, Holds, DQ Drop from Future Enrl)	Jan 8, 2024
A&R	Veterans Counts on Ed Plans (VA 85:15) (30 days after term)/ 'F' Grade / Graduate Rpt	Jan 10, 2024
A&R	Hold Transcript for Final Grades - Release Date	Jan 13, 2024
EOT&R	EOT Emails (S06) Probation (at risk of losing CCPG and Priority), (S07)Disqual-Prov/HS/JD, (S01) Disqual-dropped from future enrlnmt, (S03-5) Disqual - 1st, 2nd, 3+, (S57)Approaching 100 units will lose priority	Jan 19, 2024

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Interession 2024: January 2 – 27, 2024		
Spring 2024: January 16 - May 25 (Primary 16wk Session: January 29 – May 25, 2024)		
AREA	DESCRIPTION	DATE
Curriculum	CIC Proposal Due to Instructional Services	Apr 21, 2023
Curriculum	CIC Approval Deadline for Curriculum	May 11, 2023
Schedulers	Prior Term Copy of Class Schedule	Jun 8, 2023
	Student Applications Open (Emails: Welcome (S32), DAAPP (S39), Annual Disc(S27), Priority Reg(S60), Milestone(S64), TitleIX(S65), Plcmnt Ast(S67))	Sep 11, 2023
Schedlrs/Fac	Faculty Begin Submitting Textbook Requisitions (Nebraska Book file runs the week Prior)	Sep 29, 2023
Schedulers	Deadline to enter 'Class Notes' for District Office review	Sep 29, 2023
Curriculum	Deadline to email corrected 'Class Notes' to schedule preparers	Oct 6, 2023
Faculty	Faculty TAO Release Date	Oct 9, 2023
	Student Deadline: Appeal Loss of CCPG or Priority Reg (Appt Term)	Oct 13, 2023
	Class Schedule Posted Online	Oct 16, 2023
A&R	College Deadline to submit appeals to District (Loss of Priority/CCPG)	Oct 18, 2023
A&R	SDUnified Expected Graduation File processed (SDUSD Grad Date Jan 2024)	Oct 19, 2023
A&R	HS Students who age out to become Provisional (APRV Stdnt Grp) DOB < 02/03/2005	Oct 20, 2023
A&R	Deadline for Priority Appointments: CCCApply and CS Data Entry for DSPS, EOPS, CalWORKs, Foster & Homeless Youth, Active Duty, Veterans, Parents, Apprentice & Athletes	Oct 20, 2023
	Appointments Viewable in mySDCCD & emailed	Oct 26, 2023
Faculty	Permission Numbers for restricted Classes/Programs displayed in Faculty Portal	Nov 4, 2023
	Registration by Appointment Begins (3 weeks Nov 6 - Dec 4)	Nov 6, 2023
	Registration Emails:Reg Activity(S43), Class in Cart-not enrld(S31), Canvas Invite(S49), Class Cancelled(S90), Immunization for CHIL cls(S52), Classes on Base(S46), Waitlist(Gen info(S54), Next to Enroll But Blocked(S53), Auto Enrolled-Pay Fees(S61)), Payment Plans/DNP Warning (S92), Payment Plan Info after signing up (S93)	Nov 6, 2023
SF / A&R	Pymnt Plan1-: Enrlmt: 11/6/23 to 12/9/23 (Instlmt Dates: 1/2/24, 2/1/24, 3/1/24) Pymnt Plan2-: Enrlmt: 12/10/23 to 1/07/24 (Instlmt Dates: 2/15/24, 3/15/24, 4/15/24) Pymnt Plan3-: Enrlmt: 1/08/24 to 2/9/24 (Installment Dates: 3/1/24, 4/1/24, 4/21/24)	Nov 6, 2023
Faculty	Faculty can start building Canvas Class Shells	Nov 9, 2023
A&R	Registration - Adms starts to Registers High School students	Dec 1, 2023
A&R	Open Registration for Spring/Int Begins	Dec 5, 2023
	Waitlist processing will resume at the end of the day: (after DNP has been verified)	Dec 11, 2023
SF	Bus Pass (Semester) go on Sale (S88 email) (Valid Dates: January 8 – June 8, 2024)	Jan 2, 2024
Faculty	Faculty Emails: Opening Day (S20), Add/Drop Deadline(S15), Census Enrlmnt(S28), Withdrawal Deadline(S16), Grades Deadline(S17), Reminder to "POST" Grades(S68)	Dec 16, 2023
Faculty	Canvas Student Enrollment Visible – (Interession)	Dec 18, 2023
Faculty	Permission Numbers Visible in Faculty Portal	Dec 30, 2023
	Interession Opening Day	Jan 2, 2024
A&R	Drop for NonPayment of Enrollment Fees (Does not include Health Fees, Students with Anticipated Financial or Veteran Aid, HS, Apprenticeship, R2T4, Promise.) Registration down while DNP runs	Jan 15, 2024
Faculty	Canvas Student Enrollment Visible – (Primary Session)	Jan 16, 2024
SF	Student Parking Permits (mail cutoff date): Pick up on campus if purchased after:	Jan 18, 2024
A&R	(S45) LCOM ('X') classes - Warning students of drop and being moved to linked CRNs	Jan 22, 2024
A&R	Residency determination date for all sessions	Jan 28, 2024
	Spring Primary Opening Day	Jan 29, 2024
A&R	International Student Rpts: (X_CC_INTL_ADDRESS), (X_CC_INTL_VISA & X_CC_STDNT_COURSE)	Jan 30, 2024
	Add/Drop Deadline (Primary Session)	Feb 9, 2024
Faculty	Census Deadline (Primary Term) - Faculty to process all drops for no shows by NOON	Feb 12, 2024
	Withdrawal and Pass/NoPass Deadline (Primary Session)	Apr 12, 2024
	Deadline to Apply for Graduation (Reminder emails (S63) and ADT (S39) sent 1 month prior)	Apr 30, 2024
A&R	Incompletes - Missing Roll To Grade (SDCCD_SR_STDNT_INCOMPLETE) - Run Monthly	May 1, 2024
Faculty	Faculty Flex Deadline	May 21, 2024
Faculty	GRADES Due - Start running Late Grade Rpt (X_SR_MISSING_GRADES)	May 31, 2024
A&R	Veterans Counts on Ed Plans (VA 85:15) (30 days after term)/ 'F' Grade / Graduate Rpt	Jun 10, 2024
	GRADES begin (Grade Lapse, Repetition, Acad Standing, Holds, DQ Drop from Future Enrl)	Jun 10, 2024
	EOT Emails (S06) Probation(at risk of losing CCPG and Priority), (S07)Disqual-Prov/HS/JD, (S01) Disqual-dropped from future enrlnmt, (S03-5) Disqual - 1st, 2nd, 3+, (S57)Approaching 100 units will lose priority	Jun 10, 2024
A&R	Hold Transcript for Final Grades - Release Date	Jun 17, 2024

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EMAIL LEGEND

New Student and Annual Emails

(S83)	New Students Portal Authentication
(S32)	Welcome to SDCCD
(S02)	Student applied, but has an Active App on file
(S40)	ISIR_Supplemental_Verification_Required
(S95)	mySDCCD Account Reactivation
(S99)	Student Email and Notice to set up your MS Office 365 account
(S11)	Health/DAAPP/Safety/Cleary/Title IX
(A33)	Safety - Cleary
(S27)	Annual Disclosure/Consumer info/Copyright/FERPA
(S64)	Orientation/Counseling/ELAC/Milestones
(S67)	Placement Assist/ELAC
(S96)	Student Email using Preferred Name
(S05 / S37 / S29)	Sign up for Electronic 1098-T / 1098-T Available for Download / Missing SSN for 1098-T
(S14)	Interession Announcement
(S29)	Missing SSN
(S08 / S41)	Honors Invite / Honors App Received

Registration Emails

(S36)	Student Appointments (HS Students get (S12))
(S43)	Confirmation of Enrollment Activity (Add-Drop-Withdraw)
(S31)	Class in Cart-But not enrolled
(S92)	DNP Warning (FA and Payment Plans Available)
(S93/94)	Payment Plan Information after Signing up / Reminder
(S70/72/73/80)	Direct Deposit - No DD at Bank / Confirmation / Bank Change / Failure
(S49)	Canvas Invite and Online Class Tips
(S88)	Bus Pass Available
(S46)	Classes taught on Military Base
(S85)	Interession deadlines and disclaimer of fast paced
(S90)	Class Cancelled
(S25 / 69)	Immunization for CHIL (Child Dev Classes) / Child Dev - CDTC Grant Notice
(S81)	Work Experience and Training
(S51)	Students with an Appointment but who have not yet Registered
(S54)	Waitlist - Students put on WL given waitlist information
(S53)	Waitlist - Next to Enroll But Blocked due to some registration issue
(S61)	Waitlist - You were Auto Enrolled from waitlist -Pay Fees now
(S23)	Waitlist - Notice of other open classes
(S82)	CTE - Transitions Articulation Credit by Exam process. CE to College Needs College App
(S34/47) (S41)	DNP Drop for Non-Payment approaching - WARNING / FINAL WARNING
(S74)	DNP Not Dropped - Health Fee Owed
(S42)	DNP Dropped for Non-Payment - Dropped
(S75)	Notice of B41 hold - and owe a balance for fees.
(S45)	LCOM "X" Classes - Students dropped from LCOM and Added to Linked Classes
(S44)	Opening Week Welcome & Enrollment Schedule
(S52)	Withdrawal (Drop with a W) Reminder
(S13)	Veterans Certification Notice

End Of Term Emails

(S06)	Probation(at risk of losing CCPG and Priority registration)
(S22)	PreRequisite Not Met - Student Dropped
(S01/07)	Disqual-dropped from future enrlnmt / Disqual-Prov/HS/JD
(S03/05)	Disqual - 1st, 2nd, 3+
(S57)	Approaching 100 units will lose priority
(S66)	Graduation_Status_Update

Faculty Emails

(S09/10/55)	TAO Notice - Faculty Assignment Offer
(S20)	Class Opening Day
(S28)	Census Enrolment
(S15/16/17)	Add-Drop/Withdrawal/Grades Deadline
(S68)	Reminder to "POST" Grades
(S19)	Flex Reminder