

ACADEMIC CALENDAR

Calendar Highlights 2006–2007

Date	Fall	Spring	Summer I	Summer II
Last Day for 100% Tuition Refund upon Withdrawal (WD)	August 25	January 12	May 11	June 25
First Day of Class	August 28	January 13	May 14	June 26
Last Day to Add or Drop without a WD Grade	September 11	January 29	May 21	July 3
Last Day to Withdraw (WD) from a Course	November 10	April 3	June 12	July 24
Dates that Classes DO NOT MEET	Labor Day September 4 Midterm Break October 24 Thanksgiving November 22 through November 26	Martin Luther King January 15 Spring Break March 10 through March 16 Spring Holiday April 7 through April 8	Memorial Day May 28	Independence Day July 4
Final Critiques and Exams	December 11 through December 17	May 1 through May 7		
Last Day of Class	December 17	May 7	June 25	August 6

Important Telephone Numbers

Admissions (toll-free)	(800) 331-0834
Admissions	(718) 636-3514
Bursar	(718) 636-3539
Career Services	(718) 636-3506
Financial Aid	(718) 636-3599
Health & Counseling Services	(718) 399-4542
International Affairs Office	(718) 636-3674
Library (Circulation Desk)	(718) 636-3420
Registrar	(718) 636-3663
Residential Life	(718) 399-4550
Security	(718) 636-3540
Student Activities and Orientation	(718) 636-3422

Academic Advisors

Architecture	(718) 399-4333
Art and Design	(718) 636-3611
Foundation Art	(718) 636-3617
Information and Library Science	(212) 647-7682
Intensive English Program	(718) 636-3450
Writing Programs	(718) 399-4497

Please note:

This calendar must be considered as informational and not binding on the Institute. The dates listed here are provided as a guideline for use by students and offices participating in academic- and registration-related activities. This calendar is not to be used for non-academic business purposes. Pratt Institute reserves the right to make changes in the information printed in this bulletin without prior notice.

Fall 2006

REGISTRATION

Monday, March 27

Spring students' registration for fall 2005 begins, weekdays 9 AM to 5 PM
Students billed by mail for fall only.

Friday, August 18

Last day for continuing students to get advisement for registration prior to August 28.

Monday, August 21–Friday, August 25

On-site registration in ARC Building, weekdays 9 AM to 3:30 PM.
No advisement available for continuing students.

Wednesday, August 23 and Tuesday, August 29

Evening hours for registration 6 PM to 7:30 PM. Advisement available by appointment only. Make sure to call in advance for an appointment.

Monday, September 11

Last day to add a class or drop without a WD grade recorded. *No new registrations accepted after this date.*

Friday, November 10

Last day for course withdrawal.

NEW STUDENT ORIENTATION

Wednesday, August 16–

Friday, August 25

New international student orientation held.

Saturday, August 19–

Friday, August 25

New student orientation held; loan entrance interviews.

PAYMENT/FINANCIAL

Monday, May 1

Student loan application deadline.

Monday, July 24

Continuing students' tuition payment/validation deadline

Tuesday, July 25 or after

\$50 late payment fee goes into effect for all continuing students.

Friday, August 25

New students' tuition payment/validation. Financial aid forms must be filed.
Last day for 100% tuition refund upon withdrawal.

Saturday, August 26

Late payment fee of \$75 in effect for all students.

HOUSING

Tuesday, August 15–

Wednesday, August 16

New international students' check-in to residence halls.

Saturday, August 19

Entering freshman, transfer, and graduate students check in to residence halls, 9 AM to 5 PM.

Saturday, August 26

Continuing students' check-in to residence halls, 9 AM to 5 PM.

Saturday, December 16

Noon checkout deadline for graduating students and those who canceled spring residence hall license.

ACADEMIC

Monday, August 7

Graduate Design Management and Arts and Cultural Management classes begin.

Thursday, August 17–

Friday, August 18

English proficiency exam for international students (see orientation schedule for times and locations).

Monday, August 28

Classes begin.

Monday, September 4

Labor Day - no classes.
Offices closed.

Monday, September 11

Last day to add a class or drop without a WD grade recorded.

Monday, October 9

Columbus Day - classes meet, offices closed.

Friday, October 13–Sunday, October 15

Tentative dates for Family Weekend.

Tuesday October 24

Mid Term Break - no classes.
Institute offices open.

Friday, November 10

Last day for course withdrawal.

Wednesday, November 22–Sunday, November 26

Thanksgiving - no classes.
Offices open on 11/22 only.

Monday, December 11–Sunday, December 17

Final critique and exam week.
Fall semester ends.

Friday, December 15

Last day for students to submit graduation applications to the registrar's office for February graduation. All requirements must be fulfilled on or before January 15.

Friday, December 15

Last day to change grades from previous spring/summer semesters.

Tuesday, December 19

All final grades due to registrar for recording.

Friday, December 22–Tuesday, January 2

Winter vacation.
Offices closed.

Refund Schedule

Course Withdrawal Refund Schedule Fall 2006

Prior to August 28	Full refund
August 28 through September 3	85% refund
September 4 through September 10	70% refund
September 11 through September 17	55% refund
After September 17	No refund

The refunds above are calculated using the date you submit your completed drop/add form to the Office of the Registrar (Thrift 1). No penalty is assessed for undergraduate withdrawals when a full-time credit load (12-18 credits) is carried before and after the drop/add.

Housing Cancellation Refund Schedule Fall 2006

Prior to April 30	Full refund
April 30 through July 21*	\$200 penalty
July 22 through August 29	75% refund
August 30 through October 9	50% refund
After October 9	No refund

*Any application received after May 1 and prior to July 10 will have a two-week grace period from date of receipt to receive full refund.
The refunds above are calculated based on the date you submit your completed Adjustment Form to the Office of Residential Life. Withdrawal from courses does not automatically cancel your Residence Hall License.

Meal Plan Cancellation Refund Schedule

Please refer to the cancellation penalty schedule on the back of your meal plan contract to determine the cancellation penalty/refund.

Spring 2007

REGISTRATION

Monday, October 30

Continuing students' registration for spring begins, weekdays 9 AM to 5 PM. Students billed by mail.

Wednesday, January 10 and Wednesday, January 17

Evening hours for registration 6 PM–7:30 PM. Advisement available by appointment only. Make sure to call in advance for an appointment.

Monday, January 29

Last day to add a class or drop without a WD grade recorded.

Monday, March 26

Registration for summer and fall begins, weekdays 9 AM to 5 PM. Students billed by mail.

Tuesday, April 3

Last day for course withdrawal.

NEW STUDENT ORIENTATION

Monday, January 8–

Friday, January 12

New international student orientation held.

Thursday, January 11–

Friday, January 12

New student orientation held.

PAYMENT/FINANCIAL

Monday, October 30

Recommended date to file spring financial aid and student loan applications for students who did not file for fall term.

Friday, December 15

Continuing students' tuition payment/validation deadline for spring.

Saturday, December 16 or after

\$50 late payment fee goes into effect for all continuing students.

Friday, January 5

All continuing students should begin to file financial aid forms for summer/fall financial aid award packages.

Friday, January 12

New students' tuition payment/validation deadline. Financial aid forms should be filed.

Saturday, January 13

Late payment fee of \$75 in effect for all students.

Thursday, January 25

Recommended filing deadline for financial aid applications for the next academic year.

Monday, April 9

Recommended filing deadline for next year's student loan applications.

HOUSING

Sunday, January 7

New international students' residence hall check-in, 9 AM to 5 PM

Wednesday, January 10

New and continuing students' residence hall check-in, 9 AM to 5 PM

Tuesday, May 8

Noon checkout deadline for non-graduating students and those students without a summer session I residence hall license.

Saturday, May 12

Noon checkout deadline for graduating students.

ACADEMIC

Monday, October 30

All international students' applications and documents due.

Saturday, January 6

Graduate Design Management and Arts and Cultural Management classes begin.

Tuesday, January 9–

Wednesday, January 10

English proficiency exam for international students.

Saturday, January 13

Classes begin.

Monday, January 15

Martin Luther King Day - no classes, offices closed.

Monday, January 29

Last day to add a class or drop without a WD grade recorded.

Monday, February 19

President's Day - classes meet, offices closed.

Saturday, March 10–

Friday March 16

Spring Break—no classes. Offices open.

Saturday, March 31

Last day to submit a graduation application for May graduation.

Tuesday, April 3

Last day for course withdrawal.

Friday, April 6

All Institute Day - classes meet, offices closed.

Saturday, April 7–Sunday, April 8

Spring Holiday - no classes, offices closed.

Tuesday, May 1–Monday, May 7

Final critique and exam week. Classes end. Graduate Design Management and Arts and Cultural Management classes end.

Monday, May 7

Last day to change grades from previous fall semesters.

Wednesday, May 9

All final grades due to registrar for recording.

Tuesday, May 8–Thursday, May 10

Pratt Show

Friday, May 11

Commencement.

Refund Schedule

Course Withdrawal Refund Schedule Spring 2007

Prior to January 13	Full refund
January 13 through January 19	85% refund
January 20 through January 26	70% refund
January 27 through February 2	55% refund
After February 2	No refund

The refunds above are calculated using the date you submit your completed drop/add form to the Office of the Registrar (Thrift 1). No penalty is assessed for undergraduate withdrawals when a full-time credit load (12-18 credits) is carried before and after the drop/add.

Housing Cancellation Refund Schedule Spring 2007

Prior to November 10	Full refund
November 11 through December 15	*\$200 penalty
December 16 through January 17	75% refund
January 18 through February 23	50% refund
After February 23	No refund

*Any application received after May 1 and prior to July 10 will have a two-week grace period from date of receipt to receive full refund. The refunds above are calculated based on the date you submit your completed Adjustment Form to the Office of Residential Life. Withdrawal from courses does not automatically cancel your Residence Hall License.

Meal Plan Cancellation Refund Schedule

Please refer to the cancellation penalty schedule on the back of your meal plan contract to determine the cancellation penalty/refund.

Summer 2007 Sessions I and II

REGISTRATION

Monday, March 26

Registration for all summer sessions begins, weekdays 9 AM to 5 PM
Students will not be billed by mail.

Friday, May 11

Last day for new student registration for summer session I prior to late fee, 9 AM to 6 PM

Monday, May 21

Last day to add a class or drop summer I classes without a WD grade recorded. No new summer session I registrations accepted after this date.

Tuesday, June 13

Last day for withdrawal (WD) from a summer I class

Friday, June 22

Last day for new student registration for summer session II prior to late fee, 9 AM to 5 PM

Tuesday, July 3

Last day to add a class or drop summer II classes without a WD grade recorded. No new summer session II registrations accepted after this date.

Tuesday, July 24

Last day for WD from a summer II class

PAYMENT/FINANCIAL

Friday, April 27

Summer session I tuition payment/validation deadline for continuing students. Thereafter, a \$50 late payment fee charged to continuing students for summer session I.

Friday, May 11

Summer session I tuition payment/validation deadline for new students. Thereafter, a \$50 late payment charged to new students for summer session I.

Tuesday, June 12

Summer session II tuition payment/validation deadline for continuing students; thereafter a \$50 late payment fee.

Monday, June 25

Last day for registration for summer session II, 9 AM to 6 PM. Thereafter, a \$50 late payment fee charged to all students for summer session II.

HOUSING

Sunday, May 13

Summer session I residence hall check-in, 9 AM–5 PM

Saturday, June 23

Noon checkout deadline for students without summer session II residence hall license.

Sunday, June 24

Summer session II residence hall check-in, 9 AM to 5 PM

Saturday, August 4

Noon checkout deadline for students without fall residence hall license.

ACADEMIC

Monday, May 14

Summer session I classes begin.

Saturday, May 19

Graduate Design Management and Arts and Cultural Management classes begin

Monday, May 21

Last day to add a class or drop without a WD grade recorded. No new summer session I registrations accepted after this date.

Monday, May 28

Memorial Day - no classes.

Tuesday, June 12

Last day for course withdrawal from summer session I.

Monday, June 25

Summer session I classes end.

Tuesday, June 26

Summer session II begins.

Monday, June 27

Summer I Grades due to Registrar.

Wednesday, July 4

Independence Day - no classes.

Tuesday, July 3

Last day to add a class or drop without a WD grade recorded. No new summer session II registrations accepted after this date.

Tuesday, July 24

Last day for WD from a summer II class

Monday, August 6

Summer session II

Wednesday, August 8

Summer II Grades due to Registrar.

Friday, August 31

Last day for students to submit graduation applications to the registrar's office for October graduation.

Friday, September 14

Last day to resolve any outstanding grades for October graduation.

Summer 2007: Session I

Course Withdrawal Refund Schedule

Prior to May 14	Full refund
May 14 through May 27	55% refund
After May 27	No refund

The refunds above are calculated using the date you submit your completed drop/add form to the Office of the Registrar (Thrift 1).

Housing Cancellations Refund Schedule

Prior to May 1	Full refund
May 1 through May 7	\$50 penalty
May 8 through May 16	75% refund
May 17 through May 23	50% refund
After May 23	No refund

The refunds above are calculated based on the date you submit your completed adjustment form to the Office of Residential Life. Withdrawal from courses does not automatically cancel your residence hall license.

Meal Plan Cancellation Refund Schedule

Please refer to the cancellation penalty schedule on the back of your meal plan contract to determine the cancellation penalty/refund.

Summer 2007: Session II

Course Withdrawal Refund Schedule

Prior to June 26	Full refund
June 26 through July 6	55% refund
After July 6	No refund

The refunds above are calculated using the date you submit your completed drop/add form to the Office of the Registrar (Thrift 1).

Housing Cancellations Refund Schedule

Prior to June 10	Full refund
June 10 through June 16	\$50 penalty
June 17 through July 23	75% refund
July 24 through July 27	50% refund
After July 27	No refund

The refunds above are calculated based on the date you submit your completed adjustment form to the Office of Residential Life. Withdrawal from courses does not automatically cancel your residence hall license.

Meal Plan Cancellation Refund Schedule

Please refer to the cancellation penalty schedule on the back of your meal plan contract to determine the cancellation penalty/refund.