

**ADMISSIONS AND RECORDS PROCESSING CALENDAR
SPRING 2019 and Intersession**

Blue: Posting on SWS/FWS
Yellow: Emails to faculty
Tan: Emails to students
Green: Jobs

PICK UP/ MAILDATE	RUN DATE/ DEADLINE	PROCESS	NOTES/ WINDOW DATES	JOB NAME
OCTOBER 2018				
	October 16	Post Intersession Info & list of classes on SWS (Coming Attractions)	Done	LDM to Molly to post
	October 18	Deadline to submit appeals for Spring Priority Appointments (First day of Registration: November 7th) - Loss of BOGW/Priority Registration	Note Only	
Oct 29	Oct 26	Blank Admissions Status Report		PSADMS10
	Oct 30	Online schedule Intersession flag		Done
NOVEMBER 2018				
Letter S1 Nov 5	Nov 2	Send general email to students with registration appointment (Intersession available, see counselor if on probation Fall 2018 & recommend not to enroll due to fast-paced class)	Letter will include list of classes w/subject & course numbers. Send daily to new applicants until 12/27/18	David will get emails from Appt SQL table
Nov 6	Nov 5	Produce Restricted Add Codes (Prior to Registration)		PSZCAP10, PSRSAC10
Nov 8 - Feb 8	Nov 7 - Feb 7	Online Class List (I, L, M, J, Z) Download	DAILY (Run daily from 1st day of Reg thru Thursday before census)	PSPLAC20, PSPLFT20x, PSPLFT30x
Nov 8 - Apr 23	Nov 7 - Apr 22	SARS Grid Download (Counseling Management Report)	Daily	PSSARG10, PSSAFT10x, PSSAFT20x
Letter S2 Nov 14 - Dec 28	Nov 13 - Dec 27	Send email to students "courtesy intersession course reminder." Daily thru 12/27/18	Daily - thru 12/27/18	PSICNF1D, PSICFT1Dx
Nov 19	Nov 16	Blank Admissions Status Report		PSADMS10
DECEMBER 2018				
	Dec 7	Revise Faculty Email (District Office)	To Pam 12/10/18	

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Letter F1 Dec 7	Dec 6	Send letter to all faculty from VPIs asking Faculty to submit Fall grades early (by 12/28)		SPUFI
	Dec 7	Post Information on FWS - Submit Fall 2018 grades for Intersession by 12/29/18		LDM to Molly to post
Letter S3 Dec 10	Dec 7	Send email to students on probation regarding Intersession and the fast pace of classes (refer to counseling for advisement)		SPUFI
Dec 11	Dec 10	Aviation Report for Miramar Only		PSAVIA10, PSAVFT10x
Letter S4a Dec 11, 12, 13, 14	Dec 10, 11, 12, 13	Send email to students registered in at least one unpaid intersession class advising of deferment process if financial hardship (if enrolled in Spring and haven't paid those either, it will apply to Spring & Intersession)		PSDFRM10, PSDFFT10x
Letter F1 Dec 12	Dec 11	Send letter to all faculty from VPIs asking Faculty to submit Fall grades early (by 12/28)		SPUFI
Dec 17 - May 20	Dec 14 - May 17	Drop for Failed Prerequisites from Spring/Intersession class if class has not started	Run Fridays	PSPROV1W, PSPRVD1Wx, PSPRVFTWx
Letter S5 Dec 17	Dec 14	Send email to waitlisted students to check Reg-e daily for status of Waitlist classes between Dec 17 and Dec 28. Also advise to go to first class meeting to see if space is available.		SPUFI
Dec 17	Dec 14	Print Add Codes for Intersession. Add codes delivered to faulty mailboxes.	(Run PR by David first) - Note: Branka will set job to run in RESTART	PSSDAC10, PSADCD10, PSRSAC20
Letter S3 Dec 17	Dec 14	Send email to students on probation regarding Intersession and the fast pace of classes (refer to counseling for advisement)		SPUFI
Letter S4b Dec 17, 18	Dec 14, 17	Send email to students registered in at least one unpaid intersession class advising of deferment process if financial hardship (if enrolled in Spring and haven't paid those either, it will apply to Spring & Intersession) - Include campuses closed		PSDFRM10, PSDFFT10x
	Dec 18	Web Drop (Change Term) for Spring 2019	Note: Runs the day after the end of semester	PSWDRP1D, PSQRU7Xx, PSQDRA7Xx

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Letter F2 Dec 19	Dec 18	Intersession letter to Intersession Faculty from VPIs re honoring Waitlist & submitting grades early/on time		PSIFCE1A PSIFFT1Ax
Dec 26	Dec 20	Athletic Eligibility Report for Spring 2019	Weekly download on Fridays/Print also	PSATHL1W, PSFTHA1Wx, PSFTHA2Wx, PSFTHA3Wx
Letter S5 Dec 26	Dec 20	Send email to waitlisted students to check Reg-e daily for status of waitlist classes between Dec 17 and Dec 29 . Also advise to go to first class meeting to see if space is available.		SPUFI
Letter F3 Dec 26	Dec 21	Intersession Only Welcome E-mails to Faculty	Verify these are already running PSFACM2D PSFAFT1Dx PSFAFT2Dx	Pam/Rob Replaces the standard Faculty Welcome Email
	Dec 28 - May 24	Official Grade and Attendance Roster	Run's Fridays	PSROST1W, PSRSTD1Ox
	Dec 28	Intersession Opening Day Processing		PSPLMT1O PSRSTD1Ox PSRSTD2Zx PSWTRP1O
Dec 29	Dec 28	Student Hold Report (Health Services #20 & #50 holds)	Miramar Only - Runs Monthly	PSHLDMRMx
Letter S6 Jan 2	Dec 28	Send email to students in classes who DID NOT clear prerequisites to see a counselor immediately (by end of 1st week), Include possible loss of BOGW for students on probation- FALL TO INTERSESSION	Disqualified students who failed Pre-reqs will not be dropped for Intersession but they will for Spring	SPUFI
JANUARY 2019				
	Jan - June	Residency Change Report	Monthly	PSRSCK1M, PSRSFT1Mx, PSRSFT2Mx, PSRSFT3Mx

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Jan 2 - Jan 26	Jan 2 - Jan 25	Update drop effective date on census day for intersession classes - (Special SQL Update to change drop effective date on FDRP table for faculty drops - Intersession Classes Only)	Daily - This will allow drops to be processed until end of the day on the day of census without a "W" grade	PSISFD10
	Jan 4	Miramar Add Desk Download - Spring 2019 and Summer 2019	Note: PR done in Fall 2018 calendar. No need to run for Spring & Summer 2019.	
	Jan 4	Deadline for colleges to input all positive attendance hours for annual FTES state report for Fall 2018		
	Jan 4	**Colleges will request Grade Sheet Upload for classes 3 weeks or less.		
Jan 7	Jan 4	Aviation Report for Miramar Only		PSAVIA10, PSAVFT10x
Jan 7	Jan 4	Students in Online Class with Out of State Address Report (FA)		PSOFSR10
Jan 7	Jan 4	International Student Address Update Report	Run Fridays	PSSEVI1W
Jan 7 - May 20	Jan 4 - May 17	Weekly Grade Sheets Production Note: Grade Sheets uploaded weekend before class ends for all sections except 1, 2, 3 week sessions - Campuses to request manually (Classes ending Mon-Sun)		PSOPPR1W, PSFAGR10x, PSFGFT10x
Jan 7 - May 20	Jan 4 - May 17	International Student Report	Weekly	PSFGNS1W, PSFTNS1Wx, PSFTNS2Wx, PSFTNS3Wx
Jan 7 - May 20	Jan 4 - May 17	Classes Added After Opening Day	Weekly on Fridays CITY - /vol1/data/citywdrp MESA - /vol1/data/share/Admissions/CRNs Added MIRAMAR - /vol1/DATA/mirawdrp	PSCARP1W, PSCAFT3Wx; PSCAFT2Wx; PSCAFT1Wx
Jan 7 - June 10	Jan 4 - June 7	Human Resources Cancelled Class Report	Run Weekly	PSHRCL1W, PSHRFT1Wx
	Jan 7	Fall 2018 Grades available on-line		

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Jan 8	Jan 7	Instructor Census Drop Download	All campuses weekly	PSWCRN10, PSWCFT10x, PSWCFT20x, PSWCFT30x
Jan 14	Jan 11	Aviation Report for Miramar Only		PSAVIA10, PSAVFT10x
Jan 14	Jan 11	Mesa Music Download	Momilani Ramstrom - G note: Move from Ssmainframe directory to Mesa Instructional	PSMUSI10, PSMUFT10x
Jan 14	Jan 11	City FYE students (all new, first-time students & City FYE-Veterans)-City does not have FYE students anymore	Weekly	PSFRST1Wx, PSFRFT1Wx, PSFRST2Wx, PSFRFT2Wx
Letter F4 Jan 14	Jan 11	Letter from VPIs asking all Intersession Faculty to submit Intersession grades early (by January 25)		PSIFCE1A PSIFFT1Ax
	Jan 18	Post Information on FWS to submit intersession grades for Spring by 1/25/19		LDM to Molly to post
	Jan 21	Holiday – Martin Luther King Day		
Jan 23	Jan 22	Print Add Codes for Primary Term Distribution. (Runs on Monday or Tuesday prior to Opening Day) - Mesa to pick up in the morning after job runs. Miramar and City to get in the mail.	Production Control: Print the add codes at a slow pace so that the toner bar does not overheat and the ink smears.	PSSDAC10, PSADCD10, PSRSAC20
Jan 28	Jan 25	OGAR & MRCL for Primary and short-term		Opening Day Processing
Jan 28	Jan 25	Veteran's Weekly Schedule "B" for any adjustments from 11/7-1/25 (Date Range: registration to start of classes)	1st run begins registration to opening day; then weekly	PSFAVT1W
Jan 26 & 29	Jan 25 & 28	CAP 5 Download (Classes with 5 seats or more)	1 PR with both dates	PSMESD10, PSCIFT10x, PSMSFT10x, PSMRFT10x

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	Jan 27	Residence Determination Date – Applies to all sessions		
	Jan 28	Primary 16 wk Session Starts		
FEBRUARY 2019				
Feb 4	Feb 1	Aviation Report for Miramar Only		PSAVIA10, PSAVFT10x
Feb 4	Feb 1	Students in Online Class with Out of State Address Report (FA)		PSOFSR10
Feb 4	Feb 1	Classes by Start-End Report to Campus		PSECDT10, PSECDTFTx
	Feb 1 & 19	Grades due for Intersession classes		
	Feb 1 & 19	INTERSESSION GRADES PROCESSING	4 week - Feb 1 6 week - Feb 19	PSGRRL10, PSGFIX10, PSQDRA50x, PSQDRU50x,
	Feb 4 & 20	Intersession grades available on E-grades		
	Feb - May	Repetition Violation Report Spring 2019	1st Saturday	PSRPET1M, PSFTRP1Mx, PSFTRP2Mx, PSFTRP3Mx
Feb 4 - May 7	Feb 1 - May 6	Online Class List (I, L, M, J, Z) Download for Spring 2019	Weekly on Fridays (runs weekly the Fri before census thru registration of next term)	PSPLAC20, PSPLFT20x, PSPLFT30x
Feb 4 - June 3	Feb 1 - May 31	Veteran's Weekly Schedule "B" for Spring 2019	Run Weekly (Fridays)	PSFAVT1W
Feb 4 - June 3	Feb 1 - May 31	Accounting Refund Report (weekly) includes International Student Outstanding Credits	Run Fridays	PSAR661Sx
Feb 4 - June 3	Feb 1 - May 31	Drop Follow-Up Report	Run Fridays	PSFOLP10x, PSFLUP10x

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Letter S7 Feb 4	Feb 4	Send email to Intersession students only - Spring prerequisites not cleared form intersession, see counselor immediately for spring classes (include possible loss of BOGW if on Probation Fall 2018) - INTERSESSION TO SPRING	4 week - Feb 4	SPUFI
	Feb 8	Last day to process and pay for add codes for Primary session. Deadline to drop without a "W" recorded and receive a refund of enrollment fee and/or nonresident tuition.	Add/Drop Deadline	
Feb 9	Feb 8	Census Freeze Date for Census Enrollment	Runs after census	PSFTEC10
Feb 11	Feb 8	Aviation Report for Miramar Only		PSAVIA10, PSAVFT10x
	Feb 8 & 26	Deadline for instructors to submit final grades online for Intersession (Revised)	4 week - Feb 8 6 week - Feb 26	
Feb 11	Feb 8	Student in Online Class with out of State Address Report (FA)		PSOFSR10
	Feb 15	Holiday - Abraham Lincoln Day		
	Feb 18	Holiday - George Washington Day		
MARCH 2019				
	Mar 1	Classes with an Accounting Method B, K, L Report for Summer 2019	For Important Dates & Deadlines production (Provide report to Danya)	PSCDCL10, PSCDCFTPx
Mar 4	Mar 1	"Fake" run for honors courses (Primary Term Only)		PSROST10, PSRSTD10x
	Mar 1 & 8	Star Awards GPA Report (Spring 2018 & Fall 2018)	For Mesa - Send report to Simone Sherrad (shared/ss/mainframe/teamgpa.txt)	PSATGP10, PSATFT10x
	Mar 22	Update and send Disqualification Emails & Pre-Req Drop Emails to IT (District Office)	IT to send out at grades and revised grades processing	

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	Mar 25 - 30	Spring Break		
Apr 1	Mar 28	High School DOB Report	All Colleges	PSBDGR10
Apr 1	Mar 28	RD's from Summer 2018 & Fall 2018		PSGRRD10, PSGRFT10x, PSGRFT20x, PSGRFT30x
Apr 1	Mar 28	I's from Summer 2017 & Fall 2017		PSGRDI10, PSGRIFT1x, PSGRIFT2x, PSGRIFT3x
	Mar 29	Holiday - Cesar Chavez Day		
APRIL 2019				
	Apr 12	HS Report - Ask R&P for report of classes of HS students enrolled, excluding classes on HS campus. Include classes with 3 or more high schools students enrolled (Spring/Fall only)	Send to Melissa Janeck at SDUSD	
	Apr 12	Withdrawal deadline for Primary session. No drops accepted after this date.		Withdrawal Deadline
Apr 15	Apr 12	Probation Student Report - "Electronic File" Early Readmit	All Colleges \\c:\file\Cityvol1\data\download\counseling \\mefile\vol1\data\download\counseling \\mefile\vol1\data\download\counseling	PSERLR10, PSERFT10x, PSERFT20x, PSERFT30x
MAY 2019				
May 6	May 3	Parking Tally Report (Debra Picou)	All Colleges	PSPRKT10
May 20	May 17	Preliminary Grade Cycle	1 week prior to end of semester	PSGFIX10, PSGRRL10, PSQDRA50x, PSQRSRU50x
	May 25	End of Primary 16 wk session		
	May 27	Holiday - Memorial Day		
	May 31	Deadline for instructors to submit grades, and supporting documents for Primary session and short-term		

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	May 31	Spring 2019 Grades Processing. Drop for academic standing. Drop for failed prerequisite.		GRADES PROCESSING
	May 31	**All classes ending after 1st grade cycle will have a roster generated instead of a Grade Sheet**	Campuses will request manually	PSROST2O, PSRSTD1Ox
June 3	May 31	Classes by Start-End Report to Campus	Note: Additional run requested by Admin Sups	PSECDT1O, PSECDTFTx
JUNE 2019				
	June 3	Spring 2019 Grades Online		
	June 7	Revised Grades Processing for Spring 2019. Drop for academic standing. Drop for failed prerequisites.		REVISED GRADES PROCESSING
	June 7	Selected Spring 2019 missing grades returned to district		
	June 7	Deadline for Student Services to input selected missing grades		
	June 7	Dean's List	Note only: Will run with Revised Grades Processing	
	June 7	VA 85:15 report for colleges	Runs at Revised Grades	Ephzel to run a SPUFI for all the colleges
June 10	June 7	Veterans Grade Report	using the "other" information	PSFAVT1W
June 10	June 7	Late Grade Report for Admission Supervisors		PSMSGR10
June 10	June 7	Convert Outstanding Incompletes for Spring 2018	Running with Revised Grades (back page)	
June 10	June 7	Web Drop for Summer 2019 (Change Term)	Note Only: Listed on Summer 2019 A&R calendar	
June 10	June 7	Veterans Academic Standing		PSVETB10, PSVBFT10x, PSVBFT20x, PSVBFT30x
June 10	June 7	VA Academic Renewal		PSVACD10, PSVAFT10x, PSVAFT20x, PSVAFT30x

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	June 10	Spring 2019 Revised Grades Available Online		
June 11	June 10	Late Grades Report for Presidents (1st Report)		PSMSGR10
June 17	June 14	RQTP Screen for Chapter 33 Third Party Payment (Accounting)	Note: Only City runs this report	PSRQTP10, PSRQFT10x, PSRQFT20x, PSRQFT30x
June 17	June 14	Apprenticeship Download - College		PSAPDN10, PSAPFT10x
	June 17	Campuses to forward Incomplete Forms & Independent Study Contracts to the District Office		
June 18	June 17	Late Grades Report for Presidents (2nd Report)		PSMSGR10
June 17	June 21	Inactive Student Report (Purge File)	Runs 2 weeks after Revised Grades	PSINAC1A
July 1	June 28	Graduates (VA) - Report of all Spring veteran student graduates	Confirm with Evaluators before running report that degrees are posted	PSVGRD10, PSVDFT10x, PSVDFT20x, PSVDFT30x
JULY 2019				
July 15	July 12	Apprenticeship Download - CE		PSAPDN10, PSAPFT10x

OPENING DAY (Summer only Non-Primary)

~~PSR0ST10~~ - Rosters
 PSMROS10 - Master Roster Check Off
 PSRSTD10x
 PSWTRP10 - Waitlist Rosters
 PSPLMT10 - Skill level upgrade

PRIMARY OPENING DAY

PSADDX10 - Addcode Extensions (not summer)
 PS0ENR1Zx
 PS0ENR2Zx
 PSPLMT10 - Skill level upgrade
~~PSPR0V10~~ - Drop for failed prereq
 PSPRVD10x - Prereq drop mailer
 PSRFT10x
 PSMROS10 - Master Roster Check Off
 PSRSTD10x
 PSRSTD2Zx
 PSWTRP10 - Waitlist Rosters

* *PSPLMT10* - Change terms - Next business day following Opening Day

GRADE PROCESSING

PSACDR10x
 PSAHLD1Z - Disqualification Holds
 PSAHXT1Z - Grade Rep. Extract
 PSATGR10 - Auto Grd for Tutoring
 PSGFIX10 (Prior to 1st 5wk - Adjust Eterm Admit Status)
 PSGRDD1Z - Grade Distribution
 PSGRRL10 - Grade roll to SQH6
 PSQDRA50x
 PSQDRU50x
 PSGRUP1W - Upload PA/GR screens
 PSGRUS10 - Online Stat. Report
 PSMATR10 - Updates MATR fields
 PSPLMT10 - Skill level upgrade
 PSPRBL1Z - Acad. Standing Labels
 PSRFT1Zx
 PSROB1Z - Probation List/Labels
~~PSPR0V10~~ - Drop for failed prereq
 PSPRVD10x - Prereq drop mailer
 PSRFT10x
 PSSELG1Z - Selected Grade List
 PSSEFT1Zx
 PSSEFT2Zx
 PSSEFT3Zx
 PSTTRM1Z - Disqualification Drop
 PSTTRP1Z - Disqualification mailer
 PSTTFT1Zx

Note: PSPROV10 - Drop for failed prereq runs weekly (1W)

* *PSSPEE1D, PSGRUP1W* - Change Parm - Monday after Revised Grades

REVISED GRADES

PSGRUP1W - Upload of PA/GR screens
 PSPLMT10 - Skill level upgrade
 PSATGR10 - Auto Grd for Tutoring
~~PSPROV10~~ - Drop for failed prereq
 PSPRVD10x - Prereq drop mailer
 PSRFT10x
 PSGRRL10 - Grade roll to SQH6
 PSQDRA50x
 PSQDRU50x
 PSACDR10x
 PSMATR10 - Updates MATR fields
 PSAHXT1Z - Grade Rep. Extract
 PSDEAN1Z - Run if PSAHXT1Z CH 61 = Y (Spring only)
 PSDEFT1Zx
 PSDEFT2Zx
 PSDEFT3Zx
 PSAHLD1Z - Disqualification Holds
 PSTTRM1Z - Disqualification Drop
 PSTTRP1Z - Disqualification mailer
 PSTTFT1Zx
 PSROB1Z - Probation List/Labels
 PSGRDD1Z - Grade Distribution
 PSSELG1Z - Selected Grade List, PSSEFT1Z, PSSEFT2Z, PSSEFT3Z
 PSRGRD1Z - Roll REPS term
 PSPRBL1Z
 PSRFT1Zx
 PSGRUS10 - Online Stat. Report
 PSGLBL10 - Incomplete Labels
 PSGRDC10x - Grade Change Report
 PSACTM10 - Military Grade Report
 PSVETF10 - Veteran "F" grade report
 PSFTVF10x, 20x, 30x
 PSGDEL10 - Delete PA/GR screens
 PSRSFL10 - Stu. Serv. Roster Filing Rpt.
 PSREFR10x - "T" Reference Report
 PSGPAS10 & PSGPFT10x - GPA Report
 PSATAW10 - Athletic Scholar Awards
 PSIGRD10, PSIFGT10x, PSIGFT20x, PSIGFT30x,
 PSACDR20x - Convert outstanding "I"s
 PSFGNS10, PSFTNS10x, PSFTNS20x, PSFTNS30x
 PSDISB10 (Spring only)

* *PSRPT1D* - Change Parm - Monday after Revised Grades. Job runs after Revised Grades Processing

Spring 2019
Sort: Start/End

# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
1	01/02/19	01/02/19	01/02/19			2		12/29/18	01/02/19	M	M
4	01/02/19	01/23/19	01/14/19			9		12/29/18	01/03/19	01/18/19	01/22/19
4	01/02/19	01/24/19	01/14/19		20			12/29/18	01/04/19	01/18/19	01/22/19
4	01/02/19	01/26/19	01/16/19	23	95	43	1	12/29/18	01/05/19	01/18/19	01/22/19
6	01/02/19	02/09/19	01/25/19	1		2		12/29/18	01/06/19	02/01/19	02/04/19
10	01/02/19	03/09/19	02/08/19		8			12/29/18	01/07/19	03/01/19	03/04/19
1	01/03/19	01/04/19	01/04/19			1		12/29/18	01/08/19	M	M
4	01/03/19	01/25/19	01/15/19			1		12/29/18	01/08/19	01/18/19	01/22/19
1	01/07/19	01/07/19	01/07/19			1		01/05/19	01/07/19	M	M
1	01/07/19	01/09/19	01/08/19			1		01/05/19	01/07/19	M	M
10	01/07/19	03/16/19	02/19/19	4	1	2		01/05/19	01/07/19	03/08/19	03/11/19
16	01/07/19	05/04/19	03/15/19	3		4		01/05/19	01/07/19	04/26/19	04/29/19
19	01/07/19	05/25/19	04/04/19		1			01/05/19	01/07/19	05/17/19	05/20/19
21	01/08/19	06/06/19	04/11/19		5			01/05/19	01/07/19	05/31/19	06/03/19
1	01/10/19	01/12/19	01/11/19			1		01/05/19	01/07/19	M	M
1	01/11/19	01/11/19	01/11/19			1		01/05/19	01/07/19	M	M
1	01/12/19	01/12/19	01/12/19			1		01/05/19	01/07/19	M	M
2	01/12/19	01/25/19	01/18/19			1		01/05/19	01/07/19	M	M
1	01/14/19	01/14/19	01/14/19			1		01/12/19	01/14/19	M	M
1	01/14/19	01/19/19	01/17/19	1				01/12/19	01/14/19	M	M
5	01/14/19	02/16/19	02/01/19			4		01/12/19	01/14/19	02/08/19	02/11/19
6	01/14/19	02/23/19	02/05/19		3			01/12/19	01/14/19	02/08/19	02/11/19
16	01/14/19	05/11/19	03/22/19	8				01/12/19	01/14/19	05/03/19	05/06/19
18	01/14/19	05/25/19	04/05/19	6				01/12/19	01/14/19	05/17/19	05/20/19
1	01/15/19	01/15/19	01/15/19			1		01/12/19	01/14/19	M	M
1	01/17/19	01/17/19	01/17/19			1		01/12/19	01/14/19	M	M
2	01/18/19	01/31/19	01/25/19			1		01/12/19	01/14/19	M	M
6	01/22/19	03/02/19	02/12/19			2		01/19/19	01/22/19	02/22/19	02/25/19
18	01/22/19	06/01/19	04/12/19		68	1		01/19/19	01/22/19	05/24/19	05/28/19
1	01/28/19	01/30/19	01/29/19			1		01/26/19	01/26/19	M	M
3	01/28/19	02/16/19	02/07/19			1		01/26/19	01/28/19	M	M
4	01/28/19	02/23/19	02/11/19		2			01/26/19	01/28/19	02/08/19	02/11/19

Roster Run- Saturday prior to start date of class

Grade Run- Saturday prior to end date for session, due 7 calendar days after, excluding 1 wk, 2wk, 3wk sessions

Spring 2019
Sort: Start/End

# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
5	01/28/19	03/02/19	02/14/19	1				01/26/19	01/28/19	02/22/19	02/25/19
6	01/28/19	03/09/19	02/22/19	1	6			01/26/19	01/28/19	03/01/19	03/04/19
8	01/28/19	03/23/19	03/01/19	73	69	72	4	01/26/19	01/28/19	03/15/19	03/18/19
11	01/28/19	04/20/19	03/15/19			2		01/26/19	01/28/19	04/12/19	04/15/19
12	01/28/19	04/27/19	03/19/19	1				01/26/19	01/28/19	04/19/19	04/22/19
13	01/28/19	05/04/19	03/22/19			6		01/26/19	01/28/19	04/26/19	04/29/19
14	01/28/19	05/11/19	04/04/19			6		01/26/19	01/28/19	05/03/19	05/06/19
16	01/28/19	05/25/19	04/12/19	1439	2416	1034	14	01/26/19	01/28/19	05/17/19	05/20/19
17	01/28/19	06/01/19	04/16/19			46		01/26/19	01/28/19	05/24/19	05/28/19
1	01/29/19	01/30/19	01/30/19			1		01/26/19	01/28/19	M	M
4	01/29/19	02/19/19	02/08/19			2		01/26/19	01/28/19	02/08/19	02/18/19
2	01/30/19	02/06/19	02/01/19			1		01/26/19	01/28/19	M	M
3	02/01/19	02/21/19	02/11/19			1		01/26/19	01/28/19	M	M
1	02/04/19	02/08/19	02/06/19			1		02/02/19	02/04/19	M	M
10	02/04/19	04/20/19	03/18/19	1				02/02/19	02/04/19	04/12/19	04/15/19
12	02/04/19	05/04/19	04/02/19	4				02/02/19	02/04/19	04/26/19	04/29/19
14	02/04/19	05/18/19	04/11/19	9				02/02/19	02/04/19	05/10/19	05/13/19
15	02/04/19	05/25/19	04/15/19		2			02/02/19	02/04/19	05/17/19	05/20/19
1	02/05/19	02/19/19	02/11/19			1		02/02/19	02/04/19	M	M
1	02/11/19	02/14/19	02/12/19			1		02/09/19	02/11/19	M	M
4	02/11/19	03/09/19	02/28/19			1		02/09/19	02/11/19	03/01/19	03/04/19
5	02/11/19	03/16/19	03/04/19			4		02/09/19	02/11/19	03/08/19	03/11/19
6	02/11/19	03/23/19	03/08/19		6			02/09/19	02/11/19	03/15/19	03/18/19
14	02/11/19	05/25/19	04/18/19	13		1		02/09/19	02/11/19	05/17/19	05/20/19
1	02/12/19	02/12/19	02/12/19			1		02/09/19	02/11/19	M	M
3	02/19/19	03/09/19	03/01/19		1			02/16/19	02/19/19	M	M
5	02/19/19	03/23/19	03/08/19			1		02/16/19	02/19/19	03/15/19	03/18/19
12	02/19/19	05/18/19	04/16/19	3		10		02/16/19	02/19/19	05/10/19	05/13/19
13	02/19/19	05/21/19	04/17/19			1		02/16/19	02/19/19	05/17/19	05/20/19
13	02/19/19	05/25/19	04/19/19	3				02/16/19	02/19/19	05/17/19	05/20/19
4	02/22/19	03/15/19	03/06/19			1		02/16/19	02/19/19	03/08/19	03/11/19
13	02/22/19	05/25/19	04/19/19	1				02/16/19	02/19/19	05/17/19	05/20/19

Roster Run- Saturday prior to start date of class

Grade Run- Saturday prior to end date for session, due 7 calendar days after, excluding 1 wk, 2wk, 3wk sessions

Spring 2019
Sort: Start/End

# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
6	02/24/19	04/13/19	03/20/19		1			02/16/19	02/19/19	04/05/19	04/08/19
1	02/25/19	02/27/19	02/26/19			1		02/23/19	02/25/19	M	M
8	02/25/19	04/27/19	04/05/19	4				02/23/19	02/25/19	04/19/19	04/22/19
10	02/25/19	05/11/19	04/12/19	2				02/23/19	02/25/19	05/03/19	05/06/19
12	02/25/19	05/25/19	04/22/19	10	6	1		02/23/19	02/25/19	05/17/19	05/20/19
1	03/04/19	03/04/19	03/04/19			1		03/02/19	03/04/19	M	M
1	03/04/19	03/08/19	03/06/19			1		03/02/19	03/04/19	M	M
3	03/04/19	03/18/19	03/12/19			1		03/02/19	03/04/19	M	M
5	03/04/19	04/02/19	03/15/19			1		03/02/19	03/04/19	03/22/19	03/25/19
6	03/04/19	04/20/19	04/04/19			2		03/02/19	03/04/19	04/12/19	04/15/19
8	03/04/19	04/29/19	04/09/19			1		03/02/19	03/04/19	04/26/19	04/29/19
11	03/04/19	05/25/19	04/25/19			8		03/02/19	03/04/19	05/17/19	05/20/19
1	03/05/19	03/07/19	03/06/19			1		03/02/19	03/04/19	M	M
1	03/08/19	03/08/19	03/08/19			1		03/02/19	03/04/19	M	M
1	03/11/19	03/13/19	03/12/19			1		03/09/19	03/11/19	M	M
1	03/11/19	03/15/19	03/13/19			1		03/09/19	03/11/19	M	M
4	03/11/19	04/13/19	04/02/19			1		03/09/19	03/11/19	04/05/19	04/08/19
5	03/11/19	04/20/19	04/05/19		6	4		03/09/19	03/11/19	04/12/19	04/15/19
6	03/11/19	04/27/19	04/11/19	2				03/09/19	03/11/19	04/19/19	04/22/19
8	03/11/19	05/11/19	04/19/19		1			03/09/19	03/11/19	05/03/19	05/06/19
10	03/11/19	05/25/19	04/26/19	6	1			03/09/19	03/11/19	05/17/19	05/20/19
1	03/14/19	03/14/19	03/14/19			1		03/09/19	03/11/19	M	M
2	03/16/19	03/23/19	03/20/19			1		03/09/19	03/11/19	M	M
1	03/21/19	03/21/19	03/21/19			1		03/16/19	03/18/19	M	M
1	04/01/19	04/05/19	04/03/19			1		03/30/19	04/01/19	M	M
3	04/01/19	04/20/19	04/12/19		1	1		03/30/19	04/01/19	M	M
5	04/01/19	05/04/19	04/19/19	1				03/30/19	04/01/19	04/26/19	04/29/19
8	04/01/19	05/25/19	05/03/19	98	106	77	2	03/30/19	04/01/19	05/17/19	05/20/19
3	04/03/19	04/17/19	04/11/19			1		03/30/19	04/01/19	M	M
2	04/05/19	04/12/19	04/09/19			1		03/30/19	04/01/19	M	M
1	04/06/19	04/06/19	04/06/19			1		03/30/19	04/01/19	M	M
1	04/08/19	04/12/19	04/10/19			1		04/06/19	04/08/19	M	M

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Spring 2019
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# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
6	04/08/19	05/18/19	05/02/19	1	3			04/06/19	04/08/19	05/10/19	05/13/19
3	04/09/19	04/23/19	04/17/19			1		04/06/19	04/08/19	M	M
5	04/09/19	05/07/19	04/25/19			1		04/06/19	04/08/19	05/03/19	05/06/19
2	04/13/19	04/20/19	04/17/19			1		04/06/19	04/08/19	M	M
1	04/15/19	04/19/19	04/17/19			1		04/13/19	04/15/19	M	M
5	04/15/19	05/18/19	05/03/19			4		04/13/19	04/15/19	05/10/19	05/13/19
6	04/15/19	05/25/19	05/09/19	5				04/13/19	04/15/19	05/17/19	05/20/19
2	04/16/19	04/23/19	04/19/19			1		04/13/19	04/15/19	M	M
1	04/22/19	04/26/19	04/24/19			1		04/20/19	04/22/19	M	M
5	04/22/19	05/25/19	05/10/19			1		04/20/19	04/22/19	05/17/19	05/20/19
6	04/22/19	06/01/19	05/15/19			2		04/20/19	04/22/19	05/24/19	05/28/19
2	04/26/19	05/03/19	04/30/19			1		04/20/19	04/22/19	M	M
4	04/28/19	05/25/19	05/14/19		1			04/20/19	04/22/19	05/17/19	05/20/19
1	05/02/19	05/04/19	05/03/19			1		04/27/19	04/29/19	M	M
1	05/06/19	05/07/19	05/07/19			1		05/04/19	05/06/19	M	M
1	05/06/19	05/08/19	05/07/19			1		05/04/19	05/06/19	M	M
1	05/06/19	05/10/19	05/08/19			1		05/04/19	05/06/19	M	M
2	05/06/19	05/17/19	05/13/19			1		05/04/19	05/06/19	M	M
1	05/08/19	05/08/19	05/08/19			1		05/04/19	05/06/19	M	M
2	05/11/19	05/18/19	05/15/19			1		05/04/19	05/06/19	M	M
1	05/13/19	05/15/19	05/14/19			1		05/11/19	05/13/19	M	M
1	05/13/19	05/17/19	05/15/19			1		05/11/19	05/13/19	M	M
1	05/14/19	05/14/19	05/14/19			1		05/11/19	05/13/19	M	M
1	05/15/19	05/17/19	05/16/19			1		05/11/19	05/13/19	M	M
1	05/21/19	05/21/19	05/21/19			1		05/18/19	05/20/19	M	M

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# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
1	01/02/19	01/02/19	01/02/19			2		12/29/18	01/02/19	M	M
1	01/03/19	01/04/19	01/04/19			1		12/29/18	01/08/19	M	M
1	01/07/19	01/07/19	01/07/19			1		01/05/19	01/07/19	M	M
1	01/07/19	01/09/19	01/08/19			1		01/05/19	01/07/19	M	M
1	01/11/19	01/11/19	01/11/19			1		01/05/19	01/07/19	M	M
1	01/10/19	01/12/19	01/11/19			1		01/05/19	01/07/19	M	M
1	01/12/19	01/12/19	01/12/19			1		01/05/19	01/07/19	M	M
1	01/14/19	01/14/19	01/14/19			1		01/12/19	01/14/19	M	M
4	01/02/19	01/23/19	01/14/19			9		12/29/18	01/03/19	01/18/19	01/22/19
4	01/02/19	01/24/19	01/14/19		20			12/29/18	01/04/19	01/18/19	01/22/19
1	01/15/19	01/15/19	01/15/19			1		01/12/19	01/14/19	M	M
4	01/03/19	01/25/19	01/15/19			1		12/29/18	01/08/19	01/18/19	01/22/19
4	01/02/19	01/26/19	01/16/19	23	95	43	1	12/29/18	01/05/19	01/18/19	01/22/19
1	01/17/19	01/17/19	01/17/19			1		01/12/19	01/14/19	M	M
1	01/14/19	01/19/19	01/17/19	1				01/12/19	01/14/19	M	M
2	01/12/19	01/25/19	01/18/19			1		01/05/19	01/07/19	M	M
2	01/18/19	01/31/19	01/25/19			1		01/12/19	01/14/19	M	M
6	01/02/19	02/09/19	01/25/19	1		2		12/29/18	01/06/19	02/01/19	02/04/19
1	01/28/19	01/30/19	01/29/19			1		01/26/19	01/26/19	M	M
1	01/29/19	01/30/19	01/30/19			1		01/26/19	01/28/19	M	M
2	01/30/19	02/06/19	02/01/19			1		01/26/19	01/28/19	M	M
5	01/14/19	02/16/19	02/01/19			4		01/12/19	01/14/19	02/08/19	02/11/19
6	01/14/19	02/23/19	02/05/19		3			01/12/19	01/14/19	02/08/19	02/11/19
1	02/04/19	02/08/19	02/06/19			1		02/02/19	02/04/19	M	M
3	01/28/19	02/16/19	02/07/19			1		01/26/19	01/28/19	M	M
4	01/29/19	02/19/19	02/08/19			2		01/26/19	01/28/19	02/08/19	02/18/19
10	01/02/19	03/09/19	02/08/19		8			12/29/18	01/07/19	03/01/19	03/04/19
1	02/05/19	02/19/19	02/11/19			1		02/02/19	02/04/19	M	M
3	02/01/19	02/21/19	02/11/19			1		01/26/19	01/28/19	M	M
4	01/28/19	02/23/19	02/11/19		2			01/26/19	01/28/19	02/08/19	02/11/19
1	02/12/19	02/12/19	02/12/19			1		02/09/19	02/11/19	M	M
1	02/11/19	02/14/19	02/12/19			1		02/09/19	02/11/19	M	M

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# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
6	01/22/19	03/02/19	02/12/19			2		01/19/19	01/22/19	02/22/19	02/25/19
5	01/28/19	03/02/19	02/14/19	1				01/26/19	01/28/19	02/22/19	02/25/19
10	01/07/19	03/16/19	02/19/19	4	1	2		01/05/19	01/07/19	03/08/19	03/11/19
6	01/28/19	03/09/19	02/22/19	1	6			01/26/19	01/28/19	03/01/19	03/04/19
1	02/25/19	02/27/19	02/26/19			1		02/23/19	02/25/19	M	M
4	02/11/19	03/09/19	02/28/19			1		02/09/19	02/11/19	03/01/19	03/04/19
3	02/19/19	03/09/19	03/01/19		1			02/16/19	02/19/19	M	M
8	01/28/19	03/23/19	03/01/19	73	69	72	4	01/26/19	01/28/19	03/15/19	03/18/19
1	03/04/19	03/04/19	03/04/19			1		03/02/19	03/04/19	M	M
5	02/11/19	03/16/19	03/04/19			4		02/09/19	02/11/19	03/08/19	03/11/19
1	03/05/19	03/07/19	03/06/19			1		03/02/19	03/04/19	M	M
1	03/04/19	03/08/19	03/06/19			1		03/02/19	03/04/19	M	M
4	02/22/19	03/15/19	03/06/19			1		02/16/19	02/19/19	03/08/19	03/11/19
1	03/08/19	03/08/19	03/08/19			1		03/02/19	03/04/19	M	M
6	02/11/19	03/23/19	03/08/19		6			02/09/19	02/11/19	03/15/19	03/18/19
5	02/19/19	03/23/19	03/08/19			1		02/16/19	02/19/19	03/15/19	03/18/19
1	03/11/19	03/13/19	03/12/19			1		03/09/19	03/11/19	M	M
3	03/04/19	03/18/19	03/12/19			1		03/02/19	03/04/19	M	M
1	03/11/19	03/15/19	03/13/19			1		03/09/19	03/11/19	M	M
1	03/14/19	03/14/19	03/14/19			1		03/09/19	03/11/19	M	M
5	03/04/19	04/02/19	03/15/19			1		03/02/19	03/04/19	03/22/19	03/25/19
11	01/28/19	04/20/19	03/15/19			2		01/26/19	01/28/19	04/12/19	04/15/19
16	01/07/19	05/04/19	03/15/19	3		4		01/05/19	01/07/19	04/26/19	04/29/19
10	02/04/19	04/20/19	03/18/19	1				02/02/19	02/04/19	04/12/19	04/15/19
12	01/28/19	04/27/19	03/19/19	1				01/26/19	01/28/19	04/19/19	04/22/19
2	03/16/19	03/23/19	03/20/19			1		03/09/19	03/11/19	M	M
6	02/24/19	04/13/19	03/20/19		1			02/16/19	02/19/19	04/05/19	04/08/19
1	03/21/19	03/21/19	03/21/19			1		03/16/19	03/18/19	M	M
13	01/28/19	05/04/19	03/22/19			6		01/26/19	01/28/19	04/26/19	04/29/19
16	01/14/19	05/11/19	03/22/19	8				01/12/19	01/14/19	05/03/19	05/06/19
4	03/11/19	04/13/19	04/02/19			1		03/09/19	03/11/19	04/05/19	04/08/19
12	02/04/19	05/04/19	04/02/19	4				02/02/19	02/04/19	04/26/19	04/29/19

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1	04/01/19	04/05/19	04/03/19			1		03/30/19	04/01/19	M	M
6	03/04/19	04/20/19	04/04/19			2		03/02/19	03/04/19	04/12/19	04/15/19
14	01/28/19	05/11/19	04/04/19			6		01/26/19	01/28/19	05/03/19	05/06/19
19	01/07/19	05/25/19	04/04/19		1			01/05/19	01/07/19	05/17/19	05/20/19
5	03/11/19	04/20/19	04/05/19		6	4		03/09/19	03/11/19	04/12/19	04/15/19
8	02/25/19	04/27/19	04/05/19	4				02/23/19	02/25/19	04/19/19	04/22/19
18	01/14/19	05/25/19	04/05/19	6				01/12/19	01/14/19	05/17/19	05/20/19
1	04/06/19	04/06/19	04/06/19			1		03/30/19	04/01/19	M	M
2	04/05/19	04/12/19	04/09/19			1		03/30/19	04/01/19	M	M
8	03/04/19	04/29/19	04/09/19			1		03/02/19	03/04/19	04/26/19	04/29/19
1	04/08/19	04/12/19	04/10/19			1		04/06/19	04/08/19	M	M
3	04/03/19	04/17/19	04/11/19			1		03/30/19	04/01/19	M	M
6	03/11/19	04/27/19	04/11/19	2				03/09/19	03/11/19	04/19/19	04/22/19
14	02/04/19	05/18/19	04/11/19	9				02/02/19	02/04/19	05/10/19	05/13/19
21	01/08/19	06/06/19	04/11/19		5			01/05/19	01/07/19	05/31/19	06/03/19
3	04/01/19	04/20/19	04/12/19		1	1		03/30/19	04/01/19	M	M
10	02/25/19	05/11/19	04/12/19	2				02/23/19	02/25/19	05/03/19	05/06/19
16	01/28/19	05/25/19	04/12/19	1439	2416	1034	14	01/26/19	01/28/19	05/17/19	05/20/19
18	01/22/19	06/01/19	04/12/19		68	1		01/19/19	01/22/19	05/24/19	05/28/19
15	02/04/19	05/25/19	04/15/19		2			02/02/19	02/04/19	05/17/19	05/20/19
12	02/19/19	05/18/19	04/16/19	3		10		02/16/19	02/19/19	05/10/19	05/13/19
17	01/28/19	06/01/19	04/16/19			46		01/26/19	01/28/19	05/24/19	05/28/19
1	04/15/19	04/19/19	04/17/19			1		04/13/19	04/15/19	M	M
2	04/13/19	04/20/19	04/17/19			1		04/06/19	04/08/19	M	M
3	04/09/19	04/23/19	04/17/19			1		04/06/19	04/08/19	M	M
13	02/19/19	05/21/19	04/17/19			1		02/16/19	02/19/19	05/17/19	05/20/19
14	02/11/19	05/25/19	04/18/19	13		1		02/09/19	02/11/19	05/17/19	05/20/19
2	04/16/19	04/23/19	04/19/19			1		04/13/19	04/15/19	M	M
5	04/01/19	05/04/19	04/19/19	1				03/30/19	04/01/19	04/26/19	04/29/19
8	03/11/19	05/11/19	04/19/19		1			03/09/19	03/11/19	05/03/19	05/06/19
13	02/19/19	05/25/19	04/19/19	3				02/16/19	02/19/19	05/17/19	05/20/19
13	02/22/19	05/25/19	04/19/19	1				02/16/19	02/19/19	05/17/19	05/20/19

Roster Run- Saturday prior to start date of class

Grade Run- Saturday prior to end date for session, due 7 calendar days after, excluding 1 wk, 2wk, 3wk sessions

Spring 2019
Sort: Withdrawal/End

# Weeks	Start Date	End Date	Withdrawal Date	City	Mesa	Miramar	ECC	Roster Run	Roster Pickup	Grades Run FRI	Grades Upload MON
12	02/25/19	05/25/19	04/22/19	10	6	1		02/23/19	02/25/19	05/17/19	05/20/19
1	04/22/19	04/26/19	04/24/19			1		04/20/19	04/22/19	M	M
5	04/09/19	05/07/19	04/25/19			1		04/06/19	04/08/19	05/03/19	05/06/19
11	03/04/19	05/25/19	04/25/19			8		03/02/19	03/04/19	05/17/19	05/20/19
10	03/11/19	05/25/19	04/26/19	6	1			03/09/19	03/11/19	05/17/19	05/20/19
2	04/26/19	05/03/19	04/30/19			1		04/20/19	04/22/19	M	M
6	04/08/19	05/18/19	05/02/19	1	3			04/06/19	04/08/19	05/10/19	05/13/19
1	05/02/19	05/04/19	05/03/19			1		04/27/19	04/29/19	M	M
5	04/15/19	05/18/19	05/03/19			4		04/13/19	04/15/19	05/10/19	05/13/19
8	04/01/19	05/25/19	05/03/19	98	106	77	2	03/30/19	04/01/19	05/17/19	05/20/19
1	05/06/19	05/07/19	05/07/19			1		05/04/19	05/06/19	M	M
1	05/06/19	05/08/19	05/07/19			1		05/04/19	05/06/19	M	M
1	05/08/19	05/08/19	05/08/19			1		05/04/19	05/06/19	M	M
1	05/06/19	05/10/19	05/08/19			1		05/04/19	05/06/19	M	M
6	04/15/19	05/25/19	05/09/19	5				04/13/19	04/15/19	05/17/19	05/20/19
5	04/22/19	05/25/19	05/10/19			1		04/20/19	04/22/19	05/17/19	05/20/19
2	05/06/19	05/17/19	05/13/19			1		05/04/19	05/06/19	M	M
1	05/14/19	05/14/19	05/14/19			1		05/11/19	05/13/19	M	M
1	05/13/19	05/15/19	05/14/19			1		05/11/19	05/13/19	M	M
4	04/28/19	05/25/19	05/14/19		1			04/20/19	04/22/19	05/17/19	05/20/19
1	05/13/19	05/17/19	05/15/19			1		05/11/19	05/13/19	M	M
2	05/11/19	05/18/19	05/15/19			1		05/04/19	05/06/19	M	M
6	04/22/19	06/01/19	05/15/19			2		04/20/19	04/22/19	05/24/19	05/28/19
1	05/15/19	05/17/19	05/16/19			1		05/11/19	05/13/19	M	M
1	05/21/19	05/21/19	05/21/19			1		05/18/19	05/20/19	M	M

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