

SDCCD Fall 2021 College Processing Calendar

Fall Semester: Aug. 9 - Dec 18, 2021 // Primary Session: Aug. 23 - Dec 18, 2021

IMPORTANT DEADLINES & PROCESSES		Day	Date
▪	New Applications: Welcome- Residency/Military/HS/FY/HLY (S32), DAAPP (S39), Annual Disclosure (S27), SSSP & Priority Reg (S60), Milestone Info (S64), TitleX (S65), Placement Assist (S67), Gainful Employment (S76)	Mon	1/4/2021
▪	Bookstore Interface starts (Outbound for Faculty to start selecting books)	Mon	4/19/2021
▪	Deadline for Students to Appeal Loss of Priority Reg (Appt Term) or CCPG	Wed	6/9/2021
▪	Display Term Docs: Key Dates/Bus/Fees/Honors/Hours/Class Deadlines/Policy/QuickSteps/Guide to College	Wed	6/9/2021
▪	Class schedule available ONLINE	Wed	6/9/2021
▪	Deadline for Colleges to submit appeals to District for Loss of Priority (Appt Term) or Loss of CCPG	Mon	6/14/2021
▪	Application Deadline: Last day to apply to receive a registration date prior to Open Enrollment	Wed	6/16/2021
▪	Deadline to enter data: DSPS, EOPS, CalWORKS, Foster & Homeless Youth, Active Duty, Veterans & Athletes	Wed	6/16/2021
▪	Class schedule Mailed/Sent to Campus	Wed	7/7/2021
▪	Discontinue process - Student Program/Plan -DISC - No enrollment since: 2203	Thu	6/17/2021
▪	Generate Appointments, Term Activate, Student Groups, Assign Appt Times	Thu	6/17/2021
▪	Display Appointment in mySDCCD & Appointment Email (S36)	Sat	6/19/2021
▪	Registration - SpecPops (DSPS, EOPS, CW, FY, Homeless, Intercollegiate Athletes, Military & Vets)	Wed	6/23/2021
▪	Registration by Appointment Begins	Thu	6/24/2021
▪	Registration - High School and Joint Diploma students	Thu	7/15/2021
▪	Open Registration	Mon	7/19/2021
▪	Student Parking Permits NOT Required this Fall (Ticketing in Faculty/Staff lots continue)		
▪	Permission Numbers for restricted Classes/Programs displayed in Faculty Portal	Mon	7/19/2021
▪	Bus Pass (Semester) go on Sale (S88 email) - end on 9/17/2021	Mon	8/16/2021
▪	All Permission Numbers displayed in Faculty Portal (Manual Generation for Classes starting afterward)	Sat	8/21/2021
▪	Residency determination date for all sessions	Sun	8/22/2021
▪	Opening Day - Primary 16 Wk Session Begins	Mon	8/23/2021
▪	Add/Drop/Refund Deadline (Primary 16wk Session)	Fri	9/3/2021
▪	Instructor Census Drop Deadline - At NOON - Primary Term	Tue	9/7/2021
▪	8 week2 Session Begins	Mon	10/18/2021
▪	Withdrawal deadline (Primary Session)	Fri	10/29/2021
▪	Pass/No Pass Grade Option Deadline (Primary Session)	Tue	11/30/2021
▪	GRADES Due (Faculty) (Deadline for Positive Attendance Hours)	Fri	1/7/2022
▪	EOT GRADES Processing (Acad Standing, Holds, DQ Drop from Future Enrollment, Repetition Violations)	Thu	1/13/2022
▪	Hold Transcript for Final Grades - Release Date	Fri	1/14/2022
▪	Diploma File to Michael Sutter	Fri	2/25/2022
EMAILS & REPORTS		Day	Date
▪ Email	New Applications: Welcome- Residency/Military/HS/FY/HLY (S32), DAAPP (S39), Annual Disclosure (S27), SSSP & Priority Reg (S60), Milestone Info	Mon	1/4/2021
▪ Email	Faculty - TAO Assignment Acceptance Notification (S09) - Online in Faculty Portal	#N/A	#N/A
▪ Rpt	Appointment Counts - by Date, Time and Group	Sat	6/19/2021
▪ Email	Student Registration: Reg Activity (S43), Classes in Cart-not enrolled (S31), Canvas Invite(S49), Class Cancelled(S90), Waitlist Emails ((S54) Gen info, (S53) Next to Enroll But Blocked, (S61) Auto Enrolled-Pay Fees))	Thu	6/24/2021
▪ Rpt	CalWorks Persistence – Run day prior to Open Reg.	Fri	7/16/2021
▪ Email	(S25) Students in CHIL development classes need Immunization	Mon	7/19/2021
▪ Email	(S51) Students with an Appointment but not registered	Fri	7/23/2021

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▪ Email	Faculty Reminders - Opening Day (S20), Add/Drop Deadline(S15), Census Enrolment(S28), Withdrawal Deadline(S16), Grades Deadline(S17), Reminder to "POST" Grades(S68)	#N/A	#N/A
▪ Query	Enrollment for Specific Subj/Courses - Used for Mesa Music	Mon	8/9/2021
▪ Email	(S45) Students in LCOM classes - Warning them that they will be dropped and moved to linked CRNs	Mon	8/16/2021
▪ Email	(S44) - Opening Day email w/class schedule, how to 'crash a class', Online Class info, Parking, Health & Safety	Thu	8/19/2021
▪ Email	(S84) Emergency Alert System - Update EMRG Phone Type & (S79) DSPS email - Update Cell Phone	#N/A	#N/A
▪ Email	(S35) - Invite to Apply for Graduation	Fri	10/1/2021
▪ Email	(S52) -Withdrawal deadline reminder - Primary Session	Thu	10/14/2021
▪ Email	(S19) College Flex Deadline reminder	Mon	10/18/2021
▪ Rpt	EOT Reports: Missing/Late/Lapse Grades, Repeats Faculty Who Did Not Turn In Grades (Query)	Fri	1/7/2022
▪ Email	EOT Emails (S06) Probation - Acad Stand/Lack of Progress (at risk of losing CCPG and Priority), (S07)Disqual-Prov/HS/JD, (S01) Disqual-dropped from future enrlnmt, (S03) Disqual - 1st, 2nd, 3+, (S57)Approaching 100 units will lose priority	Thu	1/13/2022
PAYMENT PLANS		Day	Date
▪ Email	(S92) Payment Plans Available, (S93) Payment Plan Information after Signing up - Daily	Thu	6/24/2021
▪	Payment Plan 1: Open Enrollment 6/23 - 7/17 - (Installment Dates: 9/1/21; 10/1/21; 11/1/21)	Wed	6/23/2021
▪	Payment Plan 2: Open Enrollment 7/18 - 8/6 - (Installment Dates: 9/7/21; 10/7/21; 11/7/21)	Sat	7/17/2021
▪	Payment Plan 3: Open Enrollment 8/7 - 9/3 - (Installment Dates: 9/21/21; 10/21/21; 11/14/21)	Sun	8/7/2021
DROP FOR NO PROOF OF VACCINATION / TESTING		Day	Start Date
▪ TO DO	To-Do Item assigned to students enrolled in 'In-Person' classes(On-Campus / PT-Online.) When vaccination card uploaded, an S33 positive service indicator applied.	Daily	Daily
▪ Email	(S86) Drop for No Proof of Vaccination WARNING (Assigned to students who have not met the vaccination requirement) Daily	Daily	Daily
▪ Email	(S86) Reminder: to students (w/o S33 service indicator) enrolled in 'In-Person' Classes to submit Proof of Vaccination by 8/17; or they will be dropped from classes on 8/19, and daily afterward.	Daily	Daily
▪ DNVX	(A26) Warning to students with 1 dose vaccines / Exempt that they will need to be tested weekly. (8/16, 8/19 and Weekly)	Mon	8/16/2021
▪	Deadline for Students to submit Vaccination Exemption petition.	Tue	8/17/2021
▪	Deadline for Students to submit proof of Vaccination form online and VPSS to process exemptions.	Wed	8/18/2021
▪ Email	(S87) Drop for No Proof of Vaccination: Daily - 8/19 - 9/3 (Add/Drop Deadlines)	Thur	8/19/2021
▪ Email	(P03) Faculty teaching 'In-Person' classes notified of enrolled students who have not met testing requirements.	Sun	8/22/2021
▪ Email	(P02) COVID-19 Test Requirements Not Satisfied - Students told not to attend classes until they have a Neg Test result submitted.	Sun	8/22/2021
Post Opening Day Process for Late Start Classes (similar to above)			
▪	In-Person Class Crashers - Told not to attend classes unless vaccination requirement has been met.	Mon	8/23/2021
▪ DNVX	Drop for No Proof of Vaccination Weekly for short term classes based on Add/Drop/Refund Deadlines and on Sundays.	Sun	8/29/2021
▪ DNVX	(P03) Students who did not meet CVD Testing requirrnets: Faculty either drop the student for no-show or provided accomodations.	Sun	8/29/2021
▪ DNVX	Students who did not meet COVID-19 testing requirment prior to start of short term class: (P02) Sent: COVID-19 Test Requirements Not Satisfied - Students told not to attend class, and that they have been dropped.	Sun	8/29/2021
SUSPENDED: DROP FOR NON-PAYMENT (DNP) for Fall 2021		Day	Start Date
▪ Email	(S43) Registration Activity (Add/Drop/Waitlist) - DNP Warning - was sent 6/23 - 8/4 - Changed DNP to Payment options available 8/5	Daily	Daily
▪ Email	(S34) Reminder to Pay fees or sign up for FA, Payment Plan etc. - 8/5 and 8/12 and 8/20	Thur	8/5/2021

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Query List

Query		
▪ Query	CalWORKs Reporting - (X_CC_CALWROKS_COLLEGE_RPT)	OD
▪ Query	Instructor LATE Census Drop - Primary Term (X_SR_INSTR_NO_DROPS_QRY)	OD
▪ Query	Veterans - Receiving CCPG & Class Schedule 1099B & Academic Renewal & Standing (X_CC_VETS_<campus>)	OD
▪ Query	Veterans - 85:15 EdPlan counts & Vet Graduates (X_CC_VETS_85_15)	OD
▪ Query	Veterans - "F" Grade Rpt (X_CC_VETS_F_GRADE), Veterans/Military - Student Data (X_CC_MIL_TO_CAMPUS)	OD
▪ Query	Aviation report for Miramar (Weekly) (X_CC_INT_AVIATION)	OD
▪ Query	International Student Rpts - Addr. Updates (X_CC_INTL_ADDRESS) & List (X_CC_INTL_VISA & X_CC_STDNT_COURSE)	OD
▪ Query	Foster & Homeless Youth Report - (X_SR_FOSTER_YOUTH)	OD