

## 2025- 2026 Executive Calendar

### Important Deadlines for Colleges/Schools/ Departments/ Programs

Fall 2025		
25-26 Due Date	Data Required by Administrative Offices	Submit to
	<a href="https://academicresources.sfsu.edu/calendars">Class Schedule Production and Academic Planning Database (APDB) deadlines for departments and colleges can be found at: https://academicresources.sfsu.edu/calendars</a>	Academic Resources
	<a href="https://ueap.sfsu.edu/dates">Course and Program Submission Review Calendars: https://ueap.sfsu.edu/dates</a>	Curriculum Coordinator
Friday, August 7, 2025	Last day to file Report of Completion of Culminating Experience Requirement form and approved thesis or written creative work for Summer graduation, 2025	Division of Graduate Studies
Monday, August 11 through Friday, August 15, 2025	Fall 2025 new graduate student orientation	Division of Graduate Studies
Monday, September 1, 2025	<a href="#">Spring Miscellaneous Category III Course Fees Due</a>	Student Affairs and Enrollment Management
Wednesday, September 3, 2025	Notify colleges and departments with list of tenured faculty to be reviewed.	Faculty Affairs
Monday, September 8, 2025	Requests for Winter Session 2025-2026 teaching assignments.	Dean, College of Professional and Global Education
Monday, September 8, 2025	Name and academic rank of members and chairs/equivalent unit directors of departmental RT and promotions committees, and any remaining new or updated departmental policies.	Faculty Affairs VIA Deans
Monday, September 15, 2025	Notify faculty who are due for post-tenure review.	Department Chairs
Monday, September 15, 2025	Last day to drop without a "W" grade	Registrar
Monday, September 15, 2025	Last day to add classes via instructor initiated permission numbers.	Registrar
Monday, September 22, 2025	WPAF closes for faculty in their first and second probationary year. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department RTP Committee
Monday, September 29, 2025	WPAF closes for faculty being considered for <b>tenure and/or promotion</b> . <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department RTP Committee
Wednesday, October 1, 2025	Deadline to submit Proposals for Culminating Experience (PCE) for Spring 2026 culminating experience course enrollment.	Division of Graduate Studies
Wednesday, October 1, 2025	Deadline to submit Advancement to Candidacy (ATC) form for Spring 2026 graduation	Division of Graduate Studies
Wednesday, October 1, 2025	Applications for Difference in Pay Leaves. (Eligibility clearance required)	Department Chairs/Equivalent Unit Directors via Faculty Affairs
Wednesday, October 1, 2025	Applications for Sabbatical Leaves. (Eligibility clearance required)	University Sabbatical Committee, Deans, and Chairs via
Wednesday, October 1, 2025	Report and abstract of sabbatical, difference in pay leave, and Presidential Awards from faculty on leave in Spring 2025 and AY 24-25	Provost/V.P. Academic Affairs via Faculty Affairs
Wednesday, October 15, 2025	Recommendations from RTP Committees regarding faculty serving in their <b>first</b> and <b>second</b> probationary year. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department Chairs/ Equivalent Unit Directors
Spring 2026: Friday, October 17, 2025; Summer 2025: Friday, March 6, 2026	Last day for undergraduate students to file Application for Degree and/or Credential for Spring/May 2026 graduation and Summer/August 2025(to attend May Commencement).  (UG: \$5 late fee. Note we always accept late applications for graduation, but don't	Registrar
Monday, October 27, 2025	WPAF closes for faculty in their <b>third, fourth, and fifth</b> probationary year. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department RTP Committee
Wednesday, October 28, 2025	Text requisitions for Winter and Spring 2026 due from departments.	SFSU Bookstore
Wednesday, October 29, 2025	Tenure recommendations from RT committees regarding faculty serving in their <b>tenure review</b> year and any other faculty being recommended for tenure. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department Chairs/Equivalent Unit Directors
Wednesday, October 29, 2025	Recommendations from department promotions committees for <b>promotion</b> to the rank of associate and full professor. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department Chairs/Equivalent Unit Directors
Monday, November 3, 2025	<a href="#">Summer Miscellaneous Category III Course Fees Due</a>	Student Affairs and Enrollment Management

Wednesday, November 12, 2025	Recommendations from department chairs/equivalent unit directors regarding faculty serving in their <b>first</b> and <b>second</b> probationary year. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Deans
Monday, December 1, 2025	Requests for Spring Semester 2025 CPAGE teaching assignments for both existing and new courses from faculty/departments/colleges.	Dean, College of Professional and Global Education
Monday, December 1, 2025	Applications from temporary faculty seeking appointments for Spring 2026.	Department Chairs/Equivalent Unit Directors
Monday, December 1, 2025	Recommendations from department chairs/equivalent unit directors for <b>promotion</b> to the rank of associate and full professor. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Deans/University Librarian
Monday, December 1, 2025	Tenure recommendations from department chairs/equivalent unit directors for faculty serving in their <b>tenure review</b> year and for other faculty being recommended for tenure <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Deans/University Librarian
Wednesday, December 3, 2025	Recommendations from RT committees for faculty serving in their <b>third</b> , <b>fourth</b> and <b>fifth</b> probationary year. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Department Chairs/Equivalent Unit Directors
Friday, December 5, 2025	Fall 2025 CR/NC option sign-up deadline.	Registrar's
Friday, December 12, 2025	Last day for graduate students to file Application for Degree for Fall 25/January 2025	Division of Graduate Studies
Friday, December 12, 2025	Last day to file Report of Completion of Culminating Experience Requirement form and/or approved thesis or written creative work for Fall 2025 graduation.	Division of Graduate Studies
Tuesday, December 16, 2025	<b>First</b> and <b>second</b> year probationary faculty review and recommendations from deans. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Faculty Affairs
Friday, December 26, 2025	Fall 2025 grades due.	Registrar
<b>Spring 2026</b>		
Monday, January 26, 2026	Recommendations from department chairs/equivalent unit directors regarding faculty serving in their <b>third</b> , <b>fourth</b> and <b>fifth</b> probationary year. <a href="#">(See Supplement for Notice Dates &amp; Actions.)</a>	Deans/University Librarian
Monday, February 2, 2026	<a href="#">Fall Miscellaneous Category III Course Fees Due</a>	Student Affairs and Enrollment Management
Wednesday, February 4, 2026	Recommendations from college deans/University Librarian for <b>promotion</b> to the rank of associate and full professor. <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Univ. Tenure and Promotions Committee, Provost/VP via Faculty Affairs
Wednesday, February 4, 2026	Recommendations from college deans/University Librarian for faculty serving in their <b>tenure review</b> year and for other faculty being recommended for <b>tenure</b> . <a href="#">(See Supplement for Notice Dates and Actions.)</a>	Univ. Tenure and Promotions Committee, Provost/VP via Faculty Affairs
Friday, February 13, 2026	Notification by Faculty Affairs of department chair/equivalent unit director review and appointments for Spring 2026.	Deans/University Librarian
Monday, February 16, 2026	Spring 2026 Last day to drop without a "W" grade.	Registrar
Monday, February 16, 2026	Last day to add via instructor initiated permission numbers.	Registrar
PRIORITY deadline for Spring 2026 graduation: Friday, October 17, 2025  Deadline to be considered for the 2025 GRADUATE AWARD FOR DISTINGUISHED ACHIEVEMENT: ? (See Grad Studies)  COMMENCEMENT Booklet deadline: Wednesday, April 1, 2026	PRIORITY deadline for Spring 2026 graduation: Friday, October 17, 2025  Deadline to be considered for the 2025 GRADUATE AWARD FOR DISTINGUISHED ACHIEVEMENT: (See Grad Studies)  <i>COMMENCEMENT Booklet deadline: Wednesday, April 1, 2026</i>	Registrar
Monday, March 2, 2026	Last day for graduate students to file Application for Degree and/or Credential for Spring/May 2026 graduation and Summer/August 2026 <b>to be considered for the Graduate Student Award for Distinguished Achievement.</b>	Division of Graduate Studies
Monday, March 2, 2026	List of faculty who have retired with emeritus status since May 2025 and faculty who will retire with emeritus status at the close of Spring 2026.	Faculty Affairs
Friday, March 6, 2026	Last day for undergraduate students to file an application for degree and/or credential for Summer/August 2026 graduation (PRIORITY deadline)	Registrar

Friday, March 6, 2026	Report and abstract of sabbatical, difference in pay leave, and Presidential Awards from faculty on leave during Fall 2025	Provost/V.P., Academic Affairs via Faculty Affairs
Friday, March 6, 2026	Departments' /Units' recommendations of selection of chairs/directors.	Deans
Friday, March 6, 2026	Departmental Committee Report of Chairs' /Directors' mid-term feedback.	Dept. Chair/Program Director
Monday, March 16, 2026	Recommendations from college deans for faculty serving in their <b>third, fourth, and fifth</b> probationary year. ( <a href="#">See Supplement for Notice Dates and Actions.</a> )	Faculty Affairs
	Student and Faculty cap and gown rental starts for Commencement. ( Same time as Grad Fair)	SFSU Bookstore
Friday March 27, 2026	College Deans' reports on selection of Department Chair/Equivalent Unit Director.	Provost/V.P., Academic Affairs via Faculty Affairs
Wednesday, April 1, 2026	Preliminary Budget 2025-2026 for colleges and academic units.	Academic Resources
Wednesday, April 1, 2026	Deadline to submit Proposals for Culminating Experience (PCE) for Fall 2026 culminating experience course enrollment.	Division of Graduate Studies
Wednesday, April 1, 2026	Deadline to submit Advancement to Candidacy (ATC) form for Fall 2026/January 2027 graduation	Division of Graduate Studies
Wednesday, April 1, 2026	Last day for graduate students to file Application for Degree and/or Credential for Spring/May 2026 graduation and Summer/August 2026 <b>to participate in commencement and be listed in the commencement booklet.</b>	Division of Graduate Studies
Friday, April 3, 2026	Requests for Fall Semester 2025 CPaGE teaching assignments for both existing and new courses from faculty/departments/colleges.	College of Professional and Global Education
Friday , April 3, 2026	Faculty cap and gown regalia rental deadline	SFSU Bookstore
Friday, April 3, 2026	Names and contact information of hood recipients for Commencement/Honors Convocation from colleges and Special Major.	Provost Academic Affairs/ Chief of Staff
Friday, April 3, 2026	Names and contact information of undergraduate departmental honorees for Honors Convocation from departments.	Provost Academic Affairs/ Chief of Staff
Friday, April 3, 2026	Names of faculty departmental representatives for Honors Convocation from departments and programs.	Provost Academic Affairs/ Chief of Staff
Friday, April 3, 2026	Remarks about hood recipients for Honors Convocation from colleges and special major.	Provost Academic Affairs/ Chief of Staff
Friday, April 3, 2026	Remarks about hood recipients for Honors Convocation from colleges and special major.	Provost Academic Affairs/ Chief of Staff
Friday, April 3, 2026	Remarks about graduate hood recipients for Graduate Recognition Ceremony from colleges award coordinators	Division of Graduate Studies
Friday, April 3, 2026	Completed excel spreadsheet, student names and, contact information for Graduate Distinguished Achievement Awards from college award coordinators	Division of Graduate Studies
Friday, April 3, 2026	Names and contact information for faculty department representatives for Graduate Recognition Ceremony from college award coordinators.	Division of Graduate Studies
Friday, April 3, 2026	Colleges must submit completed nomination forms for the Graduate Distinguished Achievement Awards.	Division of Graduate Studies
Monday, April 6, 2026	Temporary faculty application dossiers for range elevation.	Department Chairs/ Equivalent Unit Directors
<a href="#">See University Commencement</a>	Cap and gown rental deadline (Students)	SFSU Bookstore
Mid April tentative	Text requisitions for Summer and Fall 2026 are due from departments	SFSU Bookstore
Friday, May 1, 2026	Applications from temporary faculty seeking appointments for Fall 2025	Deans
Friday, May 1, 2026	Departments' /Programs' range elevation recommendations for temporary faculty.	Deans
Friday, May 6, 2026	Spring 2026 CR/NC option sign-up deadline.	Registrar
To be determined	Fall 2025 tenure-track recruitment requests from Deans.	Faculty Affairs
Friday, May 15, 2026	Last day for graduate students to file Application for Degree and/or Credential for Spring/May 2026 <b>to be considered for the award of the degree or credential.</b>	Division of Graduate Studies
Friday, May 15, 2026	Last day to file Report of Completion of Culminating Experience Requirement form and/or approved thesis or written creative work for Spring 2026 graduation.	Division of Graduate Studies
Friday, May 15, 2026	Last day for colleges to submit <b>2026-2027 Provost Scholar award</b> nomination forms.	Division of Graduate Studies
Monday, May 18, 2026	Deans' range elevation recommendations for temporary faculty.	President VIA Faculty Affairs
Friday, May 29, 2026	Spring 2026 grades due.	Registrars

**Summer 2026**

TBD Summer 2026 Academic Calendar Not available 7/3/2025	Last day for graduate students to file an application for degree and/or credential for Summer/August 2026 graduation.	Division of Graduate Studies
TBD Summer 2026 Academic Calendar Not available 7/3/2025	Last day to file Report of Completion of Culminating Experience Requirement form and approved thesis or written creative work for Summer/August graduation, 2026	Division of Graduate Studies
Friday, August 7 , 2026	Evaluation of tenured faculty from department chairs/ equivalent unit directors for filing in personnel file in Human Resources (Post Tenure Review).	Human Resources