

## DEADLINE SCHEDULE: July 2022– January 2023

Residency dates: June 29-July 9, 2022

First day of semester: July 1, 2022

Due Date for receipt	MATERIALS DUE in the MFA Office (unless otherwise indicated)
September 7, 2022	<b>Remainder of tuition paid to online account</b>
	<b>Petitions to graduate</b> from final semester students
September 14, 2022	<b>Enrollment Agreement Form</b> for next semester
	<b>Enrollment Deposit of \$1500</b> , required for guaranteed participation (non-refundable after October 31); <b>OR:</b>
	<b>Request for Leave of Absence and \$200 fee</b> (late requests incur increased fees: \$500 if received Sept. 15-October 31, \$1000 if received Nov. 1-30, and \$1500 if received after November 30 <sup>th</sup> )
	<b>Workshop Preference Forms</b>
	Applications for Novel or Additional Genre Extra Semester
September 21, 2022	<b>MIDTERM EVALUATIONS</b> from faculty and students
October 1, 2022	<i>Students may file new FAFSAs for the 2023-24 academic year, using 2021 tax returns, as of this date. Final deadline: March 1.</i>
October 5, 2022	<b>Degree Essay:</b> PDFs in final, completed, corrected form to the MFA office and to faculty supervisor
October 12, 2022	<b>Bookshop preference</b>
	Supervisor-approved <b>Course Descriptions</b> from graduates
	<b>Supervisor Checkpoint</b> for final semester progress
October 19, 2022	<b>Supervisor and 2<sup>nd</sup> Reader evaluations</b> of Degree Essay
October 26, 2022	<b>Manuscript for Worksheets</b> by email (see <i>Worksheet Guidelines</i> )

<b>November 16, 2022</b>  <b>LAST DAY OF THE ACADEMIC SEMESTER</b>	<p><b>Final Evaluations, with copies exchanged by the student and supervisor.</b> <i>Evaluations must be accompanied by a log of the correspondence, all semester annotations accepted for credit, a bibliography of books read, and a sample of creative work.</i>  <b>Graduating students:</b> provide your supervisor with the evaluation; your materials are due in the office one week later.</p> <p style="text-align: center;"><b>Material received after this deadline cannot be accepted as evidence of the semester's work nor considered toward award of credit and satisfaction of degree requirements.</b></p> <p style="text-align: center;"><i>End of all supervisory obligations by faculty</i></p>
<b>November 23, 2022</b>  <b>FOR GRADUATES ONLY</b>	<p><b>Thesis Manuscripts</b> (to the MFA Office; please send one to each Thesis Committee member by December 1</p> <p><b>Final Semester evaluations, log of correspondence, and all semester annotations accepted for credit</b></p> <p><b>Comprehensive Bibliography</b>, prepared in accordance with the MLA format, with reference information for all works read during the student's tenure in the program. This will be included <i>as submitted</i> in the student's official transcript.</p>
<b>December 15, 2022</b>	<p><b>Bookshop annotation</b>) (<i>electronic submission to the MFA Office</i>) <i>Late fees will apply. Failure to submit the annotation before the residency will result in a required leave of absence.</i></p> <p><b>Project Preference Forms</b> from all new/continuing students</p>
<b>January 3, 2023</b>	<p><b>Winter residency begins</b> <i>All students should be at Blue Ridge Assembly by 4 p.m.</i></p>
<b>January 12, 2023</b>	<b>Graduation ceremony and celebration</b>
<b>January 13, 2023</b>	<b>Departure</b>

Failure to meet the deadlines will not only incur an administrative fee of at least \$100, but may also jeopardize the student's standing in the Program, participation in the subsequent semester, and/or advancement toward the degree.