

# HOWARD UNIVERSITY SCHOOL OF LAW

## 2023-2024 ACADEMIC CALENDAR (version May 8, 2023)

\*Date Policy: Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.

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### FALL SEMESTER 2023

May 15, Monday	Deadline for required health documents for new entrants. <i>This information is from the HU main campus calendar and may change for the School of Law. Please be sure to follow all email instructions regarding financial aid and student health deadlines.</i>
June 23, Friday	<b>Early Processing deadline for receipt of all required Financial Aid documents for Fall 2023 Consideration. Documents include (but not limited to) Verification, Independent Status Petition, Special Circumstances Appeal, Satisfactory Academic Progress (SAP) Appeal, College Enrollment Verification, Authorization to Apply Title IV Funds</b> <i>This information is from the HU main campus calendar and may change for the School of Law. Please be sure to follow all email instructions regarding financial aid and student health deadlines.</i>
July 10, Monday	<b>Fall 2023 Statements available via BisonWeb</b> <i>This information is from the HU main campus calendar and may change for the School of Law. Please be sure to follow all email instructions regarding financial aid and student health deadlines.</i>
July 24, Monday	<b>Deadline to enroll in the Payment Plan via TouchNet at 0% down payment (Enrollment Fee is required)</b>
July 30, Sunday	Deadline to submit non-emergency ADA accommodation requests for Fall 2023 to the Howard University Office of Student Services (HU OSS). To submit a request visit: <a href="#">Requesting Accommodations   Howard University School of Law</a> Note that students must recertify with HU OSS every semester.
August 7, Monday	<b>Payment-in-full due for Fall 2023 (ALL STUDENTS)</b>
August 7, Monday to August 11, Friday	Fall orientation for 1L, LL.M., transfer, and exchange students.
August 7, Monday to August 9, Wednesday	Orientation for Criminal Justice Clinic and Child Welfare/Family Justice Clinic (to be confirmed pending court information).
August 11, Friday	All Clinic and Externship Orientation  Pinning Ceremony, 6pm Dunbarton Chapel
August 11, Friday	<b>Fall disbursement of financial aid to eligible students' accounts with the Office Of Bursar</b> <i>This information is from the HU main campus calendar and may change for the School of Law. Please be sure to follow all email instructions regarding financial aid and student health deadlines.</i>
August 14, Monday	<b>FORMAL CLASSES BEGIN</b>
August 23, Wednesday	<b>Deadline to apply for Externship Program for Fall 2023</b> Applications will be accepted on a rolling basis up until the deadline or until the class is full, whichever is earlier.

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August 24, Thursday	<b>Deadline to enroll in the Payment Plan via TouchNet at 25% down payment (Enrollment Fee is required)</b>
August 14, Monday to August 25, Friday  August 14 through October 20	<b>Late Registration/Add/Drop period</b> August 25 is the last date to add or drop a course. After this date, students must withdraw before the deadline and will have a grade of “W” for the course.  3L academic advisement with Dean Olivares to ensure graduation. Make an appointment during Open Hours. Ensure compliance with all requirements in the Graduation Checklist and the Student Handbook.
September 1, Friday	<b>Deadline to receive 100% refund of tuition/fees.</b> <b>Students must complete withdrawal process before this date to receive a 100% refund of tuition/fees. Please note that the student must submit the online Total Withdrawal Request Form by searching on the HU website for “total withdrawal.”</b>
September 4, Monday	<b>University Closed – Labor Day Observed</b>
September 5, Tuesday	<b>Deadline to send Fall 2023 exam conflicts alternate exam day request JotForm. See eligibility below.</b>  <b>Here is the form:</b> <a href="#">FA 2023 Request for Alternate or Make Up Exam Form (jotform.com)</a>
September 11, Monday to November 10, Friday	Graduation Application available via BisonWeb for Fall 2023 prospective candidates
September 15, Friday	<b>Opening Convocation</b> <b>Cramton Auditorium, 11:00 a.m. (Classes suspended from 10:00 a.m. – 1:00 p.m.)</b>
September 18, Monday	<b>Registration holds for Spring 2024 applied to all accounts with a balance greater than \$200, and late payment fees assessed.</b>  <b>Deadline to inform the HUSL Office of Student Affairs of approved, non-emergency ADA accommodations for Fall 2023 midterm exams.</b> To submit a request visit: <a href="#">Requesting Accommodations   Howard University School of Law</a> Note that students must recertify with HU OSS every semester.
September 25, Monday	<b>Deadline to receive 50% refund of tuition/fees.</b> <b>Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b>
October 6, Friday	<b>2024-2025 Free Application for Federal Student Aid (FAFSA) available</b>

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	Preliminary Enrollment Census Date
October 2- October 11	<b>MIDTERMS- All midterms occur during this time.</b> Midterms may occur during class time for a duration that is less than the class meeting OR may be in take-home format for a period of no less than 12 hours. Upper-class students may have multiple midterms on one day. There are no alternate exam day requests for midterms. ADA-accommodated students must have their approved accommodations by the beginning of the fall semester (see deadline and information above). Upper-level course midterms are at the discretion of the professor. <b>1L schedule:</b> <b>Civil Procedure: Monday, October 2</b> <b>Legislation Regulation: Wednesday, October 4</b> <b>Torts: Tuesday, October 10</b> <b>Contracts (occurs during final exam period)</b>
October 9, Monday	<b>University Closed- Mental Health Day/Indigenous Peoples Day</b>
October 13, Friday	<b>Deadline for Independent Study proposals; petitions to study abroad, visit another institution, or participate in an exchange program for Spring 2024. Review procedures in Student Handbook and submit proposals and petitions to the Dean of Academic Affairs.</b>
October 20, Friday	Final Enrollment Census Date
October 27, Friday	<b>Deadline to receive 25% refund of tuition/fees (Last day for tuition/fee refunds). Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b>
October 30, Monday to April 6, Friday	Graduation application available via BisonWeb for Spring 2024 prospective candidates.
November 1, Wednesday	<b>Priority deadline for receipt of 2023-2023 Free Application for Federal Student Aid (FAFSA) for prospective and continuing students.</b>
<b>November 6, Monday</b> <b>November 8, Wednesday</b>	<b>Spring 2024 registration begins at 9 am (3L students only)</b> <b>Spring 2024 registration begins at 9 am (2L and LLM students)</b> <b>Note that registration is open each day between 9 am and 11:59 pm until the end of the Add/Drop period.</b>

**HOWARD UNIVERSITY SCHOOL OF LAW**  
**2023-2024 ACADEMIC CALENDAR** (version May 8, 2023)

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November 10, Friday	<b>University Closed – Veteran’s Day Observed</b>
November 10, Friday	<p><b>Last day to withdraw from a course.</b></p> <p><b>Students will receive 0% refund of tuition/fees. Students must complete withdrawal process before this date or will receive an “F” grade for the course.</b></p> <p><b>Last day to complete a total withdrawal from the University. Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b></p> <p><b>Last day to request institutional short-term emergency loan.</b></p> <p><b>Deadline for prospective Fall 2023 graduates to apply for graduation via BisonWeb.</b></p>
November 13, Monday	<b>Deadline to inform the HUSL Office of Student Affairs of approved, non-emergency ADA accommodations for Fall 2023 final exams.</b> See above for deadlines to request accommodations with the Office of Student Services. Note that students must recertify with HU OSS every semester.
November 22, Wednesday	<p><b>FORMAL CLASSES END.</b></p> <p><b>Afternoon and evening classes meet unless professor otherwise assures class meeting times are complete.</b></p>
November 23, Thursday to November 26, Sunday	<b>University Closed – Thanksgiving Recess</b>
November 24, Friday to November 29, Wednesday	Reading Period
November 30, Thursday December 12, Tuesday	<b>Final examinations- see schedule below</b>
December 1, Friday	Deadline for students to clear Spring 2023 Incomplete Grades
December 2, Saturday	<b>Make-up Exam Day. Students should keep this day open in the event they must make up an exam due to an exam-day emergency.</b>
December 8, Friday	<b>Spring 2024 billing statements available via Bison Web</b>

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	Deadline for Academic Dean to submit special grade reports to the Office of the Registrar for removal of Spring 2023 Incomplete grades.
December 15, Friday	<b>FIRST SEMESTER ENDS</b>
December 16, Saturday	<b>Official GRADUATION DATE for Fall 2023 degree recipients</b>
December 18, Monday to January 1, Monday 2024	<b>UNIVERSITY CLOSED- WINTER RECESS</b>

### FINAL EXAM SCHEDULE FALL 2023

(dated: June 21, 2023)

You may seek an alternative exam day **only** if you have more than one exam scheduled on the same day. If you are eligible, request an alternate exam by filling out the JotForm link. We will provide the link to you when it is ready.

**Students given an alternate exam date can expect to take the alternate exam on any of the test dates during the final exam period, including Saturday December 2.** Students should expect to take an alternate exam on any of the final exam dates and should keep this time period open. Alternate dates are based on capacity and personnel availability, not on student preference. Alternate exam dates are for upper-level students. Alternate exam dates are not provided for personal or professional conflicts. You will be given your alternate exam date as soon as possible after the deadline.

**Take home exams will be provided on or before Wednesday, November 22 or as provided by your professor. Take home exams will be due during the final exam period. Take home exams will be for no fewer than 12 hours. Take home exams will not create an exam conflict. If you have any questions, please email your professor and Dean Olivares as soon as possible.**

#### **Take Home Exams:**

Corporate Federal Income Taxation: Donnelly & Stevenson

Government Contracts: Norwood

Securities Regulation II: Cappoli, Guinan & Harraf (cancelled)

Environmental Law: Waterhouse

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**Thursday, November 30**

Constitutional Law II: Motala §3  
Federal Criminal Civil Rights: Kurland  
Commercial Law: Mtima  
Securities Regulation I: Nichols

**Friday, December 1**

Torts (1L): cunningham §1  
                    Dark §2  
                    Olivares §3  
Patent Law: Burwell  
Sports Law: Ashe  
Immigration Law: Gupta

**Saturday, December 2**

**EXAM MAKE UP DAY.**

Students should keep this day open in the event they have a make-up exam scheduled for Saturday.

**Monday, December 4**

Professional Responsibility §1: Worthy  
Criminal Investigation and Trial Procedure: Kurland  
Wills, Trusts & Estates: Terry

**Tuesday, December 5**

Legislation Regulation (1L): Waterhouse§1  
  Worthy §2  
  Williams Brewer §3  
Private Equity & Hedge Funds: Walter & Fowler  
Family Law: Woodall

**Wednesday, December 6**

Professional Responsibility §2: Williams Brewer  
Business Organizations: Rogers  
Labor Law: Walker-Watkins

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**Thursday, December 7**

Federal Income Tax: Thomas

Trademark Law: Hampton

Constitutional Law II- Crooms-Robinson §2

**Friday, December 8**

Civil Procedure I (1L): Gavil §1

LaRue §2

D. Johnson §3

Criminal Procedure §2: Nunn

**Monday, December 11**

Criminal Procedure I §1: A. Williams

Evidence: Nunn

Constitutional Law II: Chisolm §1

Agency: Robinson

**Tuesday, December 12**

Contracts (1L): Terry §1

Bruckner §2

Thomas §3

Introduction to IP: Mtima

Municipal Law: Cooke

Advanced Civil Procedure: Gavil

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**SPRING SEMESTER 2024**

January 2, Tuesday	<p>Deadline to submit ADA accommodation requests for Spring 2024 to the Howard University Office of Student Services. To submit a request visit: <a href="http://law.howard.edu/content/requesting-accommodations">http://law.howard.edu/content/requesting-accommodations</a></p> <p>Note that students must recertify with HU OSS every semester.</p> <p><b>Payment in full due—spring 2024 (all students)</b></p> <p><b>Spring disbursement of financial aid to eligible student’s accounts with the Office of the Bursar.</b></p>
January 8, Monday	<b>FORMAL CLASSES BEGIN</b>
January 8, Monday to January 19, Friday	<p><b>Late Registration/Add/Drop period</b></p> <p>January 19 is the last date to add or drop a course. After this date, students must withdraw before the deadline and will have a grade of “W” for the course.</p>
January 15, Monday	<b>University Closed – Dr. Martin Luther King, Jr.’s Birthday Observed</b>
January 17, Wednesday	<p><b>Externship Application deadline for Spring 2024</b></p> <p>Applications will be accepted on a rolling basis up until the deadline or until the class is full, whichever is earlier.</p>
January 19, Friday	<p><b>Deadline to receive 100% refund of tuition/fees. Students must complete withdrawal process before this date to receive a 100% refund of tuition/fees. Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b></p> <p><b>Deadline for receipt of Fall 2023 graduation recommendations in the Office of the Registrar.</b></p>
January 24, Wednesday	<p><b>Deadline to send Spring 2024 exam conflicts alternate exam day request JotForm. See eligibility below.</b></p> <p><b>Here is the form:</b></p> <p><a href="https://www.jotform.com/form/220038644802046">https://www.jotform.com/form/220038644802046</a></p>
January 26, Friday	Spring 1L Orientation- 1Ls are mandated to attend. 1L courses that conflict with the orientation schedule are cancelled.
January 29, Monday	<b>Financial holds applied to all accounts with a balance greater than \$200 and late payment fees assessed.</b>
February 2, Friday	<b>UNIVERSITY CLOSED- Mental Health Day</b>



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February 6, Tuesday	<p><b>Deadline to inform the HUSL Office of Student Affairs of approved, non-emergency ADA accommodations for Spring 2024 midterm exams.</b> To submit a request visit: <a href="http://law.howard.edu/content/requesting-accommodations">http://law.howard.edu/content/requesting-accommodations</a></p> <p>Note that students must recertify with HU OSS every semester.</p>
February 16, Friday	<p><b>Deadline to receive 50% refund of tuition/fees. Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b></p> <p>Preliminary Enrollment Census Date</p>
February 19, Monday	<p><b>University Closed – President’s Day Observed</b></p>
February 20- March 1	<p><b>MIDTERMS- All midterms occur during this time.</b> Midterms may occur during class time for a duration that is less than the class meeting OR may be in take-home format for a period of no less than 12 hours. Upper-class students may have multiple midterms on one day. There are no alternate exam day requests for midterms. ADA-accommodated students must have their approved accommodations by the beginning of the spring semester (see deadline and information above).</p> <p><b>1L schedule:</b>  <b>Criminal Law (Sections 1 and 3): Wednesday, February 21</b>  <b>Criminal Law (Section 2): Friday, February 23</b>  <b>Constitutional Law I (all sections): Thursday, February 22</b>  <b>Property (all sections): Tuesday, February 27</b>  <b>Contracts (occurs during Fall 2023 final exam period)</b></p>
March 1, Friday	<p><b>Charter Day Convocation</b> – Cramton Auditorium 11:00 A.M. (Classes suspended 10:00 A.M. - 1:00 P.M.)</p> <p><b>Deadline to receive 25% refund of tuition/fees (Last day for tuition/fees refund). Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b></p>
March 2, Saturday to March 10, Sunday	<p><b>Howard University School of Law closed – Spring Break</b></p>
March 10, Sunday	<p>Final Enrollment Census Date</p>
March 25, Monday	<p>Summer 2024 Registration begins for Continuing students. Note that financial aid awards are tentatively set to disburse in June 2024, after all spring 2024 grades are posted. If a student is near the academic probation minimum of 75 GPA, the student should be aware of the possibility that</p>

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	they are ineligible for summer financial aid. Moreover, students in danger of academic dismissal should not register for summer school.
April 5, Friday	<b>Last day to withdraw from a course.</b> <b>Students will receive 0% refund of tuition/fees.</b> <b>Students must complete withdrawal process before this date or will receive an “F” grade for the course.</b> <b>Students must complete the online withdrawal process. Search “total withdrawal” on the HU website for the updated form.</b>
April 8, Monday	<b>Deadline for Independent Study proposals; petitions to study abroad, visit another institution, or participate in an exchange program for Summer 2024 and Fall 2024. Review the rules and processes in the Student Handbook and submit proposals and petitions to the Office of Academic Affairs.</b>
April 9, Tuesday	<b>Fall 2024 registration begins for current 2L students</b>
April 11, Thursday	<b>Fall 2024 registration for current 1L and LLM students</b>  Bison Web is available for registration from 9:00 am to 11:59 pm each day until the end of the Add/Drop period.
April 12, Friday	Deadline for prospective Spring 2024 graduates to apply for graduation via BisonWeb (Fees Apply).
April 22, Monday to July 5, Friday	Graduation application available via Bison Web for Summer 2024 prospective candidates.
April 15, Monday	<b>Deadline to inform the HUSL Office of Student Affairs of approved, non-emergency ADA accommodations for Spring 2024 final exams.</b> See above for deadlines to request accommodations with the Office of Student Services. Note that students must re-certify their eligibility with HU OSS every semester.
April 24, Wednesday	<b>Formal Classes End</b>
April 25, Thursday to April 28, Sunday	Reading Period
April 26, Friday	Deadline for students to clear Fall 2023 incomplete grades with instructors.
April 29, Monday to May 9, Thursday	<b>Final Examinations - see schedule below</b>

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May 3, Friday	Deadline for Records office to submit special grade reports to the Office of the Registrar for removal of incomplete grades for Fall 2023.
May 8, Wednesday to May 9, Thursday	Graduation clearance for spring graduates.
May 10, Friday	Deadline for receipt of Spring 2024 Graduation Recommendations in the Office of the Registrar.
May 10, Friday	<b>Baccalaureate</b> – Howard University School of Law—Dunbarton Chapel, 11:00 A.M.
May 11, Saturday	<b>Commencement</b> Upper Quadrangle - Main Campus, 10:00 A.M  <b>School of Law Hooding Ceremony</b> Burr Gymnasium - Main Campus, 2:30 P.M.
May 30, Friday	<b>Priority Processing Deadline</b> for receipt of all required financial aid documents for fall 2024 consideration. Documents include (but not limited to) verification, independent status petition, special circumstances appeal, college enrollment verification, authorization to apply Title IV funds.
Mid-June	Evaluate Satisfactory Academic Progress (SAP) for 2024-2025. Tentative date for School of Law students as all spring 2024 grades must be posted to evaluation SAP. More information will be provided closer to the summer semester.
Mid-June	Deadline for Satisfactory Academic Progress (SAP) Appeals for the 2024-2025 academic year. Tentative date for School of Law students. More information will be provided closer to the summer semester.

### SPRING 2024 FINAL EXAM SCHEDULE

You may seek an alternative exam day **only** if you have more than one exam scheduled on the same day. If you are eligible, request an alternate exam by [process to be distributed]. Students given an alternate exam date can expect to take the alternate exam on any of the test dates during the final exam period. Alternate dates are based on capacity and personnel availability, not on student preference. Alternate exam dates are for upper-level students. Alternate exam dates are not provided for personal or professional conflicts. You will be given your alternate exam date as soon as possible after the deadline.

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**Take home exams will be provided on or before April 29 or as provided by your professor. Students' answers to their take-home exams must be due only during the final exam period. Due to ADA accommodation compliance, the time allotted for students to complete the take-home final exam must be at least 12 hours. Take home exams will not create an exam conflict. If you have any questions, please email your professor and Dean Olivares as soon as possible.**

### **Final Examination Schedule (updated December 13, 2023)**

#### **Take Home Exams:**

Sales: Echols

#### **In-person, proctored exams:**

##### **Monday, April 29**

Introduction to Investment Management: Scheidt

Remedies: Rogers

Evidence §2: Williams Brewer

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##### **Tuesday, April 30**

###### **Contracts (1L):**

Terry §1

Bruckner §2

Thomas §3

Fundamentals of Taxation and Partnership: Miller

Broker/Dealer Regulation: Nichols

Federal Courts: La Rue

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##### **Wednesday, May 1**

Criminal Procedure: Ross

Administrative Law: Worthy

Copyrights: Mtima

Business Organizations: R. Robinson

Family Law: Olivares

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##### **Thursday, May 2**

Commercial Law: Bruckner

Corporations: Nichols

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Federal Income Tax: Terry  
Professional Responsibility: Worthy

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**Friday, May 3**

**Property (1L):**

Waterhouse §1

McDougall§2

Schneider§3

Wills, Trusts & Estates: Nelson

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**Saturday, May 4**

**EXAM MAKE UP DAY.**

Students should keep this day open in the event they have a make-up exam scheduled for Saturday.

**Monday, May 6**

**EXAM MAKE UP DAY.**

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**Tuesday, May 7**

**Constitutional Law (1L):**

Chisolm §1

Crooms-Robinson §2

Motala §3

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**Thursday, May 9**

**Criminal Law (1L):**

Outlaw §1

Hayat §2

Nunn§3

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\*Note that make-up exams may occur until May 10 or, in exceptional emergency circumstances, after May 10.

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### SUMMER SEMESTER 2024 (SCHOOL OF LAW ONLY)

Note that students will not receive financial aid for summer school until all spring 2024 grades are posted. This usually does not occur until at least mid-June. Students therefore should plan to not receive aid until at least then.

April 22, Monday to May 20, Monday	Registration for all students; payment-in-full due upon registration. (Add or drop a course without a grade of “W”).
May 20 Monday	<b>First day of classes</b>
May 20, Monday	<b>Deadline to receive 100% refund of tuition/fees. Payment Due in Full for Summer Registration (All Students). Please note that the online Total Withdrawal Request Form must be submitted to drop a summer course.</b>
May 22, Wednesday	<b>Summer Registration Disenrollment due to nonpayment</b>
May 27, Monday	<b>Deadline to receive 50% refund of tuition/fees. Note that the online Total Withdrawal Request Form must be submitted to drop from a summer course.</b>
	<b>University Closed – Memorial Day</b>
May 31, Friday	Graduation holds applied for Summer 2024 graduates.
June 3, Monday	<b>Deadline to receive 25% refund of tuition/fees. Please note that the online Total Withdrawal Request Form must be submitted to drop a summer course.</b>
June 7, Friday	<b>LAST DAY TO WITHDRAW FROM A COURSE</b>
	<b>Last day to complete a total withdrawal from the University</b> (Summer session only)
June 19, Wednesday	<b>University Closed- Juneteenth Observed</b>
June 24, Monday	Deadline to inform the HUSL Office of Student Affairs of approved, non-emergency ADA accommodations for Summer 2024 exams. Please note the Office of Disability Services needs a minimum of 3-4 weeks to process requests so submit them in May.
June 29, Sunday	<b>Priority deadline for Satisfactory Academic Progress (SAP) Appeals for the 2024-2025 academic year.</b>

## HOWARD UNIVERSITY SCHOOL OF LAW 2023-2024 ACADEMIC CALENDAR (version May 8, 2023)

\*Date Policy: Deadlines are listed according to the calendar date on which they fall, even if that date falls on a weekend or is a legal holiday. Such deadlines must be met by close of business of the business day immediately following a weekend or legal holiday.

Dates in red font pertain to financial aid and tuition deadlines and may change without notice. Please visit the Howard University website for updates. Certain dates intend to correspond to the Howard University Academic Calendar and may change pursuant to changes therein. Consult the HU main campus calendar by searching on the HU website.

July 3, Wednesday	Last week of doctrinal classes; students will not attend these classes after this week.
July 4, Thursday	<b>University Closed – Independence Day Observed</b>
July 8, Monday	Last week for externship classes; students will not attend externship classes after this week.
July 5, Friday to July 7, Sunday	Reading Period
July 8 week	<b>Final Examinations</b>
July 12, Friday	School of Law Summer 2024 semester ends
July 26, Friday	Deadline for receipt of Summer 2024 Graduation Recommendations in the Office of the Registrar
July 27, Saturday	Official graduation date for Summer 2024 graduates

### **Final Examination Schedule**

**TO BE DETERMINED AND UPDATED**