**SELECTION DATES**

|  |  |
| --- | --- |
| **September 9, 2019** | Orientation Coordinator, Academic Orientation Coordinator, Residence Orientation Coordinator, Associate Orientation, Charity Orientation Coordinator, Head Soph, Orientation Staff (OStaff), Programming Assistant (PA), Orientation Program Intern (OP Intern) Applications Open at 9:00am |
| **September 23, 2019** | Orientation Coordinator, Academic Orientation Coordinator, Residence Orientation Coordinator, Associate Orientation, Charity Orientation Coordinator Applications Due at 9:00am |
| **September 25-October 4, 2019****October 7, 2019****October 9, 2019** | Orientation Coordinator, Academic Orientation Coordinator, Residence Orientation Coordinator, Associate Orientation, Charity Orientation Coordinator InterviewsOrientation Coordinator, Academic Orientation Coordinator, Residence Orientation Coordinator, Associate Orientation, Charity Orientation Coordinators Offers OutHead Soph Applications Due at 9:00am |

**October 14, 2019 – THANKSGIVING HOLIDAY**

|  |  |
| --- | --- |
| **October 15-30, 2019****Ocober 31, 2019** | Head Soph Pre-Screens & InterviewsHead Soph Offers Out |

**November 4-8 2019 – FALL READING WEEK**

|  |  |
| --- | --- |
| **November 8, 2019** | PA, OStaff, OP Intern Applications Due at 9:00am |
| **November 18, 2019** | Residence Soph Applications Open at 9:00am  |
| **November 19, 2019****November 13-29, 2019** | Residence Sneak Peek Rally at 10:00pmPA, OStaff, OP Intern Pre-Screens & Interviews |
| **December 2, 2019** | Programming Assistant, Orientation Staff, & Orientation Program Intern Offers Out  |
| **December 2, 2019** | Residence Soph Applications Due at 9:00am |

**December 5, 2019 – FALL TERM CLASSES END**

**December 8-19, 2019 – MID YEAR EXAM PERIOD**

**January 6, 2020 – CLASSES RESUME**

|  |  |
| --- | --- |
| **January 6, 2020** | Residence Soph App Scores Due at 9:00amFaculty/Off-Campus (OC)/Huron, Brescia, King’s (HBK) Soph Applications Open at 9:00am |
| **January 8, 2020****January 10-12 & 17-19, 2020****January 13, 2020** | Residence Soph Interview Offers OutResidence Soph Interviews Fac/OC/HBK/Charity Soph Application Info Session |
|  | Charity Orientation Team Applications Open at 9:00am |
| **January 20, 2020** | Fac/OC/HBK Soph Applications Due at 9:00am |
| **January 25, 2020** | Fac/OC/HBK Leadership Teams Receive Soph Apps |
| **January 27, 2020** | Charity Orientation Team Applications Due at 9:00amResidence Team Lists Due at 9:00am |
| **January 28 & 30, 2020** | Residence Soph Draft |
| **February 3-4, 2020** | Residence Soph Offers Out |
| **February 6, 2020****February 8, 2020** | Fac/OC/HBK/Charity Soph App Scores Due at 9:00amFac/OC/HBK/Charity Interview Availability and Vidcruiter Questions Due |
| **February 14, 2020** | Fac/OC/HBK/Charity Final Interview Lists Due at 9:00amFac/OC/HBK/Charity Conflicts of Interest and Extraneous Information Due at 9:00am |

**February 17-21, 2020 – READING WEEK**

|  |  |
| --- | --- |
| **February 19, 2020****February 24, 2020****February 26, 2020** | Fac/OC/HBK/Charity Soph Interview Offers OutResidence Soph Round 2 Apps Open at 9:00amFac/OC/HBK/Charity Soph Interview Signups Close at 9:00am |
| **February 28-March 15, 2020** | Fac/OC/HBK Vidcruiter Video Responses Due at 9:00amFac/OC/HBK/Charity Soph Interviews |
| **March 2, 2020****March 4, 2020****March 7-8, 2020****March 10, 2020****March 12, 2020****March 17, 2020** | Residence Soph Round 2 Apps Due at 9:00amResidence Soph Round 2 Interview Offers OutResidence Soph Round 2 InterviewsResidence Soph Round 2 Draft Residence Soph Round 2 Offers Out Fac/OC/HBK/Charity Team Lists Due at 9:00am |
| **March 18, 2020****June 22, 2020****July 9, 2020****July 17, 2020****August 28, 2020** | Fac/OC/HBK/Charity Soph Offers OutSoph Appeals due at 9:00amSoph Appeal Decision Notice DeadlineResidence and FOCA Final Team Lists due at 9:00amSoph Fees due at 9:00 am |

**TRAINING DATES**

|  |  |
| --- | --- |
| **October 10, 2019 (evening)** | Coordinator & Associate Transition Training |
| **November 9, 2019 (full day)** | All Head Soph Training (RE: PA Interviews) |
| **December 6, 2019 (morning)** | Residence Leadership Team Training (RE: Application Scoring) |

**December 5, 2019 – FALL TERM CLASSES END**

**December 8-19, 2019 – MID YEAR EXAM PERIOD**

**January 6, 2020 – CLASSES RESUME**

|  |  |
| --- | --- |
| **January 9, 2020** | Residence Leadership Team Training (RE: Soph Interviews) |
| **January 25, 2020 (full day)** | Fac/OC/HBK/Charity Leadership Team Training full day, Residence AM only (RE: Application Scoring) |
| **February 8, 2020 (full day)** | Fac/OC/HBK/Charity Leadership Team Training full day, Residence AM only (RE: Soph Interviews) |

**February 17-21, 2020 – READING WEEK**

|  |  |
| --- | --- |
| **February 26, 2020****February 28, 2020****March 20, 2020** | Digital Artwork Tutorial with Jailbird Residence Soph Learning Skills ClinicSpring Soph Orientation at 4:00pm in NCB 101 |
| **March 28, 2020** | All Soph Rally and Social |

**April 3, 2020 – WINTER TERM CLASSES END**

**April 6-26, 2020 – FINAL EXAM PERIOD**

**April 10, 2020 – GOOD FRIDAY**

|  |  |
| --- | --- |
| **April 28-29, 2020 (full days)****May 1, 2020****May 1-3, 2020** | King’s TrainingFaculty Day Summit (Half Day)Leadership Team Retreat in London |
| **June 12-14, 2020****August 24, 2020** | Soph Retreat in London and FOCA safeTALKPower and Privilege Module due at 9:00am |
| **August 29, 2020****August 31-September 4, 2020****August 31-September 2, 2020****September 1, 2020****September 1-2, 2020** | OPass StuffingCharity Orientation Team “Work Week”Brescia NWeek Training (Full Days)Head Soph Training (Half Day)Residence NWeek Training (Full Days) |
| **September 2, 2020****September 3-5, 2020****January 15, 2021** | King’s NWeek Training (Full Days)Huron NWeek Training (Full Days)Faculty & Off-Campus NWeek Training (Full Day)All Soph Training (2 Full Days, 1 Half Day)PD Training (All Sophs) |

\*Faculty, Charity, & Off-Campus Sophs are encouraged to attend safeTALK training on September 1, 2020

\*\*Residence, Faculty, Charity, & Off-Campus Sophs are required to attend monthly “All Soph Meetings” and Team Times during the academic year. Additionally, Sophs may be required to attend constituency-specific training.

**REVIEW & APPROVAL DATES**

|  |  |
| --- | --- |
| **February 24, 2020****February 26, 2020** | March Soph Rally uniform design submissions due to OStaffArtwork tutorial with Tyler from Jailbird |
| **March 2, 2020** | March Soph Rally uniform design resubmissions due to OStaff |
| **March 9, 2020** | Deadline to submit orders to Jailbird |
| **March 19, 2020****March 16, 2020** | T-shirt sizing due to Jailbird for Rally Video & Cheer submissions for April Soph Rally Due to OStaff |
| **March 23, 2020** | Video & Cheer resubmissions for April Soph Rally Due to OStaff |
| **May 18, 2020****June 8, 2020** | Soph Retreat event proposalsPreliminary event, budget, design, and Soph name proposals due to OStaff (drafts sent to Constituency Administrator) at 9:00am |
| **June 22, 2020** | Detailed event, budget, and uniform proposals due to Operations Committee (Constituency Administrator AND Council President /VP Finance OR USC Secretary Treasurer approvals needed) at 9:00am |
| **June 22-28, 2020** | Operations Committee pre-screen & initial risk assessment |
| **June 29-July 10, 2020** | Operations Committee review and approve constituency program, budget, design, and Soph name proposals |
| **July 13, 2020** | Resubmissions of event, budget, design, and Soph name proposals due to Operations Committee at 9:00am |
| **July 27, 2020****August 10, 2020** | Final uniform/merchandise orders due to OStaff & JailbirdUpdated Uniform Budgets in OneDrive due at 9:00am OWeek event descriptions and details due to OP Intern at 9:00am |
| **August 17, 2020** | Video and Cheer submissions for September Soph Rally, Opening Ceremonies & Closing Ceremonies due at 9:00am |
| **August 24, 2020** | Video and Cheer resubmissions for September Soph Rally, Opening Ceremonies & Closing Ceremonies due at 9:00am |