Class Meeting Time and Place: S 12:00 – 2:45 PM, Frank L. Madla Building, Room 204
Class Duration: 1/18/2020 – 5/12/2020
Instructor: W. Chris Leach, M.P.A, CPA
Office: Modular Building 111B
Tel: 210-784-2018
Email: chris.leach@tamusa.edu
Please use Blackboard Messages for all class-related communications
Student emails from tamusa.edu addresses will receive a reply within two business days; emails from other addresses will be ignored. If you send an email, please include “ACCT 3301” in the subject line.
Course Website: https://tamusa.blackboard.com/
Office Hours: By appointment only; will also be available at least 15 minutes before and 15 minutes after class.

Catalog Course Description:
This course approaches accounting from the point of view of a business manager. Emphasis is on the source, strengths, and limitations of financial accounting information as a support for the five functions of management, i.e., planning, organizing, staffing, directing, and controlling. The course culminates in the analysis of publicly available financial statements, using both vertical and horizontal analysis techniques. This course is specifically designed for non-accounting majors.
Prerequisites: ACCT 2301 and ACCT 2302 or equivalent.

Course Objectives:
This course will enable students to master the essential concepts, principles, methods, and techniques that underlie the use of accounting for business management.

Prerequisites:
ACCT 2301 and ACCT 2302 or equivalent. Students who do not meet the prerequisites must contact the instructor immediately.

Student Learning Outcomes:
After successful completion of this course, students will be able to:

1. Understand the basics of double-entry accounting.
2. Understand the accounting equation.
3. Prepare and interpret the basic financial statements: balance sheet, income statement, statement of stockholders’ equity, and statement of cash flows.
4. Understand the proper entries and reporting for assets, liabilities, and equity.

AACSB Assessment:
The College of Business is in the process of applying for AACSB accreditation. As part of that process, students will be assessed on program-level outcomes based on course outcomes from various courses. The materials from this course may be used for assessing such program-level outcomes, and hence students must follow the necessary rigor to ensure mastery and retention of the above course outcomes.

Required Materials:


- **Calculator:** A non-programmable, stand-alone calculator other than the one on your phone, laptop, or tablet (for use during tests).

- **Blackboard:** Connect to [http://tamusa.blackboard.com](http://tamusa.blackboard.com). Lecture notes, solutions to problems, multimedia materials and other supplementary materials will be posted in Blackboard. All class communications will be through Blackboard and you should monitor this frequently.

- **Computer Hardware and Software:** In order to access Blackboard, you need a computer with an internet connection and a web browser (Chrome, Firefox, Microsoft Edge, etc.). You may find Microsoft Excel or an equivalent useful when completing homework assignments.

- **Time:** You are expected to spend 4-8 hours *outside of class* per week for the course. This is a general expectation. Some students may require more time to understand the material, especially when assignments or exams are due.

**McGraw-Hill Connect:**
Connect is an online homework and learning management platform from McGraw-Hill Education. All of your homework assignments and tests will be delivered through Connect.

If you have trouble registering for or accessing Connect, please contact McGraw-Hill Education’s Customer Support. Live chat, email, and phone support are available 7 days a week. When contacting a support agent, you will always receive a case number. It is important that you save this case number if additional follow up or documentation is needed.

**Website:** [www.mhhe.com/support](http://www.mhhe.com/support) | **Phone:** (800) 331-5094

**Hours (EST)**
- Sunday: ..........................12 PM - 12 AM
- Monday - Thursday: 24 hours
- Friday: .............................12 AM - 9 PM
- Saturday: ..........................10 AM - 8 PM
Make sure your computer meets system requirements by going to this link:

Other Recommended / Reading Materials:
Additional and/or optional reading materials may be provided from a variety of sources. This may consist of actual materials or web links to various sites. This material and/or links will be posted in Blackboard and announced on the course Blackboard page. I encourage you to read Wall Street Journal, The Economist, Business Week, and other business publications.

Course Requirements every student must fulfill in order to succeed in the course:

1. Check the Course Calendar, Announcements, and Messages (e-mail) systems in Blackboard on a regular basis.
2. Keep current with all course assignments, quizzes, and examinations.
3. Ask questions and communicate with the instructor either in class, online, off-line or during office hours.
4. If you are completing classwork or an exam off-campus, you are responsible for the availability of internet connectivity. Extensions will not be granted for lack of availability of internet connections.

Grading Policy:
The final course grade will be based on your performance on tests and exams, homework assignments, and class attendance/participation. There are 750 possible points in this course:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance and class participation (5 points per class meeting)</td>
<td>80</td>
</tr>
<tr>
<td>Homework assignments (15 points per chapter)</td>
<td>210</td>
</tr>
<tr>
<td>Test 1 – Chapters 1-4</td>
<td>100</td>
</tr>
<tr>
<td>Test 2 (mid-term exam) – Chapters 5-7</td>
<td>120</td>
</tr>
<tr>
<td>Test 3 – Chapters 8-11</td>
<td>100</td>
</tr>
<tr>
<td>Test 4 (final exam) – Primarily Chapters 12-14</td>
<td>140</td>
</tr>
</tbody>
</table>

Each student will be allowed one unexcused absence. The final letter grades will be assigned as follows:

- 90 – 100% (675 to 750 points) ⇒ A
- 80 – 89% (600 to 674 points) ⇒ B
- 70 – 79% (525 to 599 points) ⇒ C
- 60 – 69% (450 to 524 points) ⇒ D
- Below 60% (0 to 450 points) ⇒ F

This course may serve as a prerequisite for the following accounting courses:

- ACCT 3305, Fundamentals of Federal Income Tax
- ACCT 3309/BUAD 3309, Introduction to Federal Individual Income Tax
- ACCT 3314, Cost/Managerial Accounting
- ACCT 3338/FINC 3338, Financial Statement Analysis
- ACCT 4191/BUAD 4191, Experiential Learning – Income Tax
• ACCT 4317, Accounting Information Systems

To take any of these courses, a grade of C is the minimum grade for satisfactory completion of this course.

Extra Credit:
Extra credit is offered ONLY for the following items:

- Completion of the “Introduction to Connect” homework assignment by Jan 25 – 5 points
- Present in five (5) classes – 1 point
- Present in ten (10) classes – 1 point
- Present in all classes – 3 points

There will be no other extra credit opportunities offered under any circumstances.

Tests and Examinations:
There will be four (4) tests, including a mid-term exam and a final exam. Being absent for an test, or not submitting a test by the due date/time, will result in a grade of zero for that test and may result in a fail grade in the course. The mid-term and final exams will be given online in the classroom during the scheduled period. To be able to take exams online, you will need a laptop or tablet capable of accessing Connect.

If you cannot bring a laptop or tablet to class on the day of the mid-term or final, it is your responsibility to contact me before the date of the exam so I will be able to provide you with a loaner or a paper version of the test. If you do not inform me until the day of the exam, a paper copy will be made for you at that time, which will result in less time for you to complete the exam.

Material covered by tests will be based on assigned reading materials, lectures, and class discussions. Tests will consist of any combination of short-answer questions, matching problems, multiple-answer questions, multiple-choice questions, problems, journal entries, and essay questions.

The first and third tests will be given online and taken outside of class. You will have a three-day window in which to complete the test. Once you begin the test, you will have 75 minutes to complete it. You will not be able to save the test and return to it, and you will only be allowed to submit each test once.

The entire scheduled class time will be available for you to complete the mid-term exam. If you arrive late to class for the mid-term exam, you will not receive additional time to complete the exam.

The final exam will take place at a time to be announced by the University. The entire scheduled time will be available to complete the exam. If you arrive late to the final exam, you will not receive additional time to complete the exam. This will be a comprehensive exam focused primarily on material from chapters 12-14, but also including problems or questions from material covered on the first three tests, allowing you to demonstrate you have successfully achieved the Student Learning Outcomes listed on page 1 of this syllabus.
Assignments: 
All homework assignments are web-based exercises and problems. Individual assignments and due dates will be posted in the “Homework assignments” folder of the “Course Contents” link on Blackboard. There is no time limit for completing homework assignments, as long as they are submitted by the due date/time. Assignments may be submitted multiple times before the due date/time.

Make up and Late Assignment/Test Policy:
Late homework assignments will not be accepted.

Generally, make-up tests will NOT be offered for any missed tests. Make-up tests will be administered only in extraordinary circumstances, such as an excused official University activity, a severe illness, or a dire emergency. However, you must provide comprehensive documentation to the instructor either before or within a few days of the missed test.

Requests for make-up tests will be granted or not granted at the instructor’s discretion, after consideration of the documentation you provide as required in the preceding paragraph. The make-up test must be scheduled with the instructor, and must be completed before the class session following the scheduled test date.

There will be no make-up given for the final exam. If you are not present in the classroom to take the final exam at the scheduled time, you will receive a grade of zero for the final. If you know ahead of time that it will be impossible for you to take the final exam as scheduled, contact the instructor to make alternative arrangements.

Class Conduct and Civility Code: Everyone in class is expected to follow all rules in the student handbook, as well as common courtesy during classroom lectures, discussions in class, and discussions via Blackboard Messages including the following:

1. Attendance will be taken each class period. A sign-in sheet will be available at the beginning of each class. If you do not sign the sign-in sheet, you will be marked as absent. If you arrive to class late, you may receive only half credit for attendance that day, at the instructor’s discretion.

2. You are expected to be in class and seated at the beginning of each class period, and to remain until the end of each class period or until the instructor dismisses class.

3. It is your responsibility to obtain and be able to use the required materials and software for this class.

4. Retain copies of all assignments and graded work for verification purposes, and provide it to the instructor, if necessary. Keep your own copies of all computer files and e-mails until you receive your final grade.

5. Do not talk while the instructor is lecturing or while other students are speaking. This is extremely disruptive and discourteous to the instructor and other students.
6. Using computers or phones (except for a valid urgent need) during class is disruptive. All cell phones and gadgets should be placed in silent mode or turned OFF, and either stowed away or placed face down on the desk. Headphones must be removed.

If you must answer an urgent phone call, please step outside the classroom before carrying on your conversation.

During the mid-term and final exams, all electronic devices, except the laptop or tablet being used to take the exam, MUST be turned off and stowed away. You may use only a stand-alone calculator during the exam. If you do not bring such a calculator on the day of the exam, you will have to do any calculations by hand.

The instructor may require all cell phones to be given to him at the start of the exam, to be returned to you when the exam is complete.

In addition, during exams, everything must be stowed beneath your desk, except for the following:

- The computer or tablet being used to take the exam;
- A stand-alone calculator – phones **may not** be used as calculators;
- Several sheets of blank scratch paper and a pen/pencil; and
- One (1) page of letter-size paper (front and back) containing any notes you choose to include.

7. For any questions about the tests and assignments, you should contact the instructor well in advance of the day they are due, so the instructor has enough time to respond.

8. All communications between you and the instructor not conducted via Blackboard Messages must be conducted via email using Texas A&M University-San Antonio (tamusa.edu) email accounts. Emails originating from any other email provider will be ignored. The instructor will reply to students’ Blackboard and email messages within 24-48 hours during weekdays (Monday-Friday). Messages sent to the instructor during weekends or over other University breaks will receive replies within 72 hours.

9. All assignment submissions must be uploaded to Blackboard or completed in Connect by the specified due date and time. Connect assignments are set up to automatically submit at the due date/time. *If you wait until the due date/time to work on your assignment and your computer malfunctions, or Blackboard and/or Connect are unavailable for any reason, you will not be granted an extension of time.*

Anyone violating these policies may be subject to disciplinary actions.

**Class Attendance and Participation:**
A vital ingredient of success in this course is regular class attendance. Absences tend to lower the quality of your work, and frequent or persistent absences may result in a failing grade. **You are responsible for all materials covered in class.** The course covers a lot of material and most students find some parts of it difficult. Class participation is highly encouraged as it makes the class more interesting and enhances the learning experience. You are strongly encouraged to ask questions, participate in class discussions and problem solving, and visit/contact the instructor with questions or concerns. Good attendance and participation will be rewarded both directly and indirectly when final grades are assigned.
The course is intensive and challenging and you are expected to master the materials presented in class. The structure of the class makes your individual study and preparation outside of class extremely important. A **minimum** of 1 to 2 hours of work outside the class is expected for every one hour of class period per week. You are expected to read the assigned chapter and begin working on homework assignments before class.
**Spring 2020 ACCT 3301-700 Class Schedule**

The provisions and information set forth in the schedule below are intended to be informational and not contractual in nature. The instructor reserves the right to amend, alter, change, delete or modify the provisions of the schedule. Any such changes will be announced in class and/or on Blackboard.

The textbook has both end-of-chapter questions and self-paced “SmartBook” topics. Homework for the first two chapters will be based on end-of-chapter questions, while homework for chapters 3 and 4 will consist of completing the SmartBook assignment. After Test #1, the class will be asked for input about which type better prepared them for the test. Based on that input, homework assignments for chapters 5 through 14 will be developed and posted in BlackBoard and the syllabus will be updated.

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Chapter and Topic</th>
<th>Due at 11:59 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jan 18</td>
<td>Syllabus and introduction to the course Chapter 1 – Accounting – Present and Past</td>
<td>Sat, Jan 25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extra credit – “Introduction to Connect”</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>HW: Exercise 4</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Jan 25</td>
<td>Chapter 2 – Financial Statements and Accounting Concepts/Principles</td>
<td>Sun, Jan 26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HW: 2.1 – 2.15, 2.17 – 2.18</td>
<td></td>
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<tr>
<td>3</td>
<td>Feb 1</td>
<td>Chapter 3 – Fundamental Interpretations Made from Financial Statement Data</td>
<td>Sun, Feb 2</td>
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<tr>
<td></td>
<td></td>
<td>HW: SmartBook assignment</td>
<td></td>
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<tr>
<td>4</td>
<td>Feb 8</td>
<td>Chapter 4 – The Bookkeeping Process and Transaction Analysis</td>
<td>Sun, Feb 9</td>
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<tr>
<td></td>
<td></td>
<td>HW: SmartBook assignment</td>
<td></td>
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<tr>
<td></td>
<td><strong>Feb 9 – Feb 11</strong></td>
<td><strong>Test #1 (chapters 1 – 4)</strong></td>
<td><strong>Test #1 due Feb 11</strong></td>
</tr>
<tr>
<td>5</td>
<td>Feb 15</td>
<td>Chapter 5 – Accounting for and Presentation of Current Assets HW: TBD</td>
<td>Sun, Feb 23</td>
</tr>
<tr>
<td>6</td>
<td>Feb 22</td>
<td>Chapter 6 – Accounting for and Presentation of Property, Plant, and Equipment, and Other Noncurrent Assets HW: TBD</td>
<td>Sun, Feb 23</td>
</tr>
<tr>
<td>7</td>
<td>Feb 29</td>
<td>Chapter 7 – Accounting for and Presentation of Liabilities HW: TBD</td>
<td>Sun, Mar 1</td>
</tr>
<tr>
<td>8</td>
<td>Mar 7</td>
<td>Test #2 – Mid-term exam (chapters 5 – 7)</td>
<td>Exam given during regular class period</td>
</tr>
<tr>
<td>9</td>
<td>Mar 14</td>
<td>Spring Break – No Class</td>
<td>Spring Break Mar 9 – 15</td>
</tr>
<tr>
<td>10</td>
<td>Mar 21</td>
<td>Chapter 8 – Accounting for and Presentation of Stockholders’ Equity HW: TBD</td>
<td>Sun, Mar 22</td>
</tr>
<tr>
<td>12</td>
<td>Apr 4</td>
<td>Chapter 10 – Corporate Governance, Notes to the Financial Statements, and Other Disclosures HW: TBD</td>
<td>Sun, Apr 5</td>
</tr>
<tr>
<td>13</td>
<td>Apr 11</td>
<td>Chapter 11 – Financial Statement Analysis HW: TBD</td>
<td>Sun, Apr 12</td>
</tr>
<tr>
<td>Week</td>
<td>Dates</td>
<td>Chapter and Topic</td>
<td>Due at 11:59 PM</td>
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<tr>
<td>14</td>
<td>Apr 12 – Apr 14</td>
<td>Test #3 (chapters 8 – 11)</td>
<td>Test #3 due Apr 14</td>
</tr>
<tr>
<td>15</td>
<td>Apr 18</td>
<td>Chapter 12 – Managerial Accounting and Cost-Volume-Profit Relationships HW: TBD</td>
<td>Sun, Apr 19</td>
</tr>
<tr>
<td>16</td>
<td>Apr 25</td>
<td>Chapter 13 – Cost Accounting and Reporting HW: TBD</td>
<td>Sun, Apr 26</td>
</tr>
<tr>
<td>17</td>
<td>May 2</td>
<td>Chapter 14 – Cost Planning HW: TBD</td>
<td>Sun, May 3</td>
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<td></td>
<td>May 9</td>
<td>Final Exam (Primarily chapters 12 – 14)</td>
<td>Sat, May 9 Time TBA</td>
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</tbody>
</table>

**Drop Policy**
You may drop the course with an automatic grade of W on or before the date listed in the academic calendar at [http://www.tamusa.edu](http://www.tamusa.edu). The last date to drop a course, or withdraw from the University is also indicated in the academic calendar on the university website ([http://www.tamusa.edu](http://www.tamusa.edu)). If you wish to drop the class, you must submit the necessary paperwork to the proper authority. Students dropping a course are subject to all conditions listed in the university catalog.

**Financial Aid and Verification of Attendance**
According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving Federal financial aid who does not attend the first week of class will have his/her aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of his/her federal aid.

**Jaguar Writing Center**
The Jaguar Writing Center provides writing assistance to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Students can make individual or group appointments with a writing tutor. The Writing Center can be contacted by email at: [Student.Success@tamusa.edu](mailto:Student.Success@tamusa.edu) or by phone at (210) 784-1307, or by visiting its web page at [http://www.tamusa.edu/collegeofartsandsciences/artsandhumanities/english/WritingCenter.html](http://www.tamusa.edu/collegeofartsandsciences/artsandhumanities/english/WritingCenter.html).

**Jaguar Tutoring Center**
The Tutoring Center at Texas A&M University–San Antonio provides academic assistance to students in A&M-SA’s schools of Business, Education, and Arts and Sciences. Literacy tutors help students develop reading skills, prepare oral presentations, and plan, draft, and revise their papers. Business tutors provide individual assistance in statistics, accounting, and math. The goal of TAMU-SA tutors is to empower students to succeed academically. The tutoring center can be contacted by email at:
University Email Policy and Course Communications
All correspondence between professors and students must occur via University email accounts. You must have your Jaguar email account ready and working. If it is not working, contact the help desk at 210-784-4357.

The Six-Drop Rule
Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student’s GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as “F” grades and will impact the student’s GPA.

Students with Disabilities
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. If you believe you have a disability that may require accommodations, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is dsupport@tamusa.edu.

Counseling Resources
As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you or someone you know is experiencing life stressors, emotional difficulties, or mental health concerns at Texas A&M University-San Antonio, please contact the Office of Student Counseling & Wellness Services (SC&WS), located in Modular C, Room 166 (rear entrance), or call 210-784-1331 between the hours of 8:00am and 5:00pm. All mental health services provided by SC&WS are free, confidential (as the law allows), and are not part of a student’s academic or university record.

SC&WS provides brief individual, couples, and group therapy, crisis intervention, consultation, case management, and prevention services. For more information, please visit http://www.tamusa.edu/studentcounseling.

In a crisis situation, please walk in to the SC&WS office any time between the hours of 8:00am and 5:00pm to be seen by a licensed clinician. After hours, please contact University Police Department at 911 or text “HOME” to 741-741 24/7/365 to connect with a trained crisis counselor. The National Suicide Prevention Hotline also offers a 24/7/365 hotline at 1-800-273-8255.

Academic Misconduct Policy
As a member in an academic community, students at Texas A&M University-San Antonio are expected to exhibit a high level of honesty and integrity in their pursuit of higher education, be mature, be self-directed, and be able to manage their own affairs. Students who are unwilling to abide by these basic expectations will find themselves facing academic and/or disciplinary sanctions. Students are expected
to share in the responsibility and authority with faculty and staff to challenge and make known acts that violate the Texas A&M University-San Antonio Code of Conduct. For more information, please visit the Office of Student Rights and Responsibilities website at http://bit.ly/TAMUSAStudentRR.

Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt, which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. Academic misconduct includes, but is not limited to, cheating, plagiarism, multiple submissions, collusion, lying and bribery. For more information, refer to the Student Code of Conduct, Article III: Conduct Rules and Regulations. Texas A&M University-San Antonio faculty has the discretion to impose grade penalties as deemed necessary.

Faculty members are required to report such serious breaches of academic honesty to their chair, their dean and the Office of Student Rights and Responsibilities. In cases of academic misconduct, students may be subject not only to grade sanctions in courses but to disciplinary action. Grade sanctions may be imposed only by faculty members, but suspension or expulsion may be imposed only by the Vice President for Student Affairs. If a student wishes to appeal the decision of suspension or expulsion due to violations of academic misconduct, they must initiate their appeal as outlined within the Student Code of Conduct. Extenuating circumstances may cause the University to deviate from the defined time frames.

All student term papers and other written assignments are subject to analysis by anti-plagiarism software. Posting of any class work given to student, or solutions, or discussion, on publicly accessible forums or on social media is not permissible.

Considering the potential consequences of academic misconduct, it is obviously in students’ best interests to avoid even the appearance of such behavior. If a student is unclear whether a specific act might constitute academic misconduct, please she/he should contact the instructor for an assessment of the situation.
### Key Dates For Spring 2020 Semester:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 9</td>
<td>Drop for non-payment</td>
</tr>
<tr>
<td>Jan 10</td>
<td>Last Day for students to withdraw to receive 100% tuition</td>
</tr>
<tr>
<td>Jan 13</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Jan 20</td>
<td>Martin Luther King Day – A&amp;M-SA Closed</td>
</tr>
<tr>
<td>Jan 29</td>
<td>Census Date. Also last date to apply for Spring 2020 graduation</td>
</tr>
<tr>
<td>Jan 29</td>
<td>Students dropped for Non-Payment will be assessed a $363 Reinstatement Fee</td>
</tr>
<tr>
<td>Mar 9 – 15</td>
<td>Spring Break (University offices will remain open)</td>
</tr>
<tr>
<td>Mar 27</td>
<td>Last day to drop with an automatic &quot;W&quot;</td>
</tr>
<tr>
<td>Mar 30</td>
<td>Title IV 60% of semester (Financial Aid)</td>
</tr>
<tr>
<td>May 1</td>
<td>Last day to drop a course or withdraw from the University</td>
</tr>
<tr>
<td>May 2</td>
<td>Last day of Scheduled Classes</td>
</tr>
<tr>
<td>May 4 – 5</td>
<td>Reading Days</td>
</tr>
<tr>
<td>May 6 – 12</td>
<td>Final Examinations - See the A&amp;M-SA academic calendar website for schedule</td>
</tr>
<tr>
<td>May 12</td>
<td>End of Spring 2020 Semester</td>
</tr>
<tr>
<td>May 15</td>
<td>All grades for Spring 2020 16-week session due by Noon via JagWire</td>
</tr>
<tr>
<td>Dec 15</td>
<td>Spring 2020 Commencement</td>
</tr>
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</table>