# CIEP Staff & Faculty 2016-2017 Calendar

## August 2016
- **16 CIEP Arrival Day**
- **17 CIEP Orientation begins**
- **17-18 Placement Exams**
- **22 Schedule Pick-Up**
- **23 Fall 1 classes begin**
- **29 Placement Review/All Staff Meeting**
  *Handbook: Tom*
  *Make-up Handbook: GA*

## September 2016
- **5 Labor Day – No classes**
- **14-16 Midterm Exams**
- **20 Midterm grades due by Noon**

## October 2016
- **12 Finals: R/L&S/W**
- **13 Finals: Interviews/Grammar**
- **13 Fall 2 Arrival Date**
- **14 End of Term; Grades due by 5pm**
- **14 Fall 2 orientation begins**
- **17 Placement Exam**
- **18 Schedule Pickup**
- **19 Fall 2 classes begin**
- **24 Placement Review/Staff Meeting**
  *Handbook: Jeannie*
  *Make-up Handbook: GA*

## November 2016
- **9-11 Midterm Exams**
- **15 Midterm grades due by Noon**
- **14-18 International Education Week**
- **21-25 Thanksgiving Break – No classes**
- **25 TOEFL (Date TBD)**
- **TOEFL: Petra, Emily**

## December 2016
- **14 Finals: R/L&S/Writing**
- **15 Finals: Interviews/Grammar**
- **16 End of Fall 2 term**
- **16 Grades due by 5pm**

## January 2017
- **3 CIEP Arrival Date**
- **4 Spring 1 orientation begins**
- **5 Placement Exam**
- **9 Schedule Pickup**
- **10 Spring 1 classes begin**
- **16 MLK Day – No classes**
- **18 Placement Review/Staff Meeting**
  *Handbook: Petra*
  *Makeup Handbook: GA*

## February 2017
- **1-3 Midterm Exams**
- **7 Midterm grades due by Noon**

## March 2017
- **1 Finals: R/L&S/W**
- **2 Finals: Interviews/Grammar**
- **2 CIEP Arrival Date**
- **3 End of Term; Grades due by 5pm**
- **3 Spring 2 orientation begins**
- **6 Placement Exam**
- **7 Schedule Pickup**
- **8 Spring 2 classes begin**
- **13-17 Spring Break**
- **20 Placement Review Staff Meeting**
  *Handbook: Lauren*
  *Makeup Handbook: GA*

## April 2017
- **3 Finals: R/L&S/W**
- **5 End of Term**

## May 2017
- **5-7 Midterm Exams**
- **11 Grades due by Noon**
- **XX TOEFL (Date TBD)**
- **TOEFL: Jaime, Mike**

## June 2017
- **1 CIEP Arrival Day**
- **2 Summer orientation begins**
- **2 Placement Exam**
- **5 Summer classes begin**
- **6 Summer classes begin**
- **12 Placement Review/Staff Meeting**
- **28-30 Midterm Exams**
  *Handbook: Sandy*
  *Makeup Handbook: Mike*

## July 2017
- **4 Holiday**
- **6 Midterm grades due by Noon**
- **XX TOEFL (Date TBD)**
- **26 Finals: R/L&S/W**
- **27 Finals: Interviews/Grammar**
- **29 End of Term**
- **31 Grades due by noon**
  **TOEFL: Jeannie, TBA**