

Student Feedback Forms (SFFs) - Fall 2025 Administration

7A

7B

Japan

Rome

Full Term Courses

Banner Lock Down Date*

Friday, November 7, 2025

Schools/Colleges must review courses that appear in the SFF staging area (SFF Admin Panel) before the lock-down date listed above. All data changes must be corrected in Banner and they will appear in the staging area the next day. All Schools/Colleges should send a confirmation to IRA that courses have been carefully checked for accuracy and are ready to be moved into production, before the lock down date. Remember, submit start/end dates for courses that have no dates listed in course file (i.e., Short Duration courses, etc.). Schools/Colleges will assume responsibility for instructor and student communication for any date set outside this administration schedule.

University Email Schedule

Instructor emails	Wednesday, September 17, 2025	Monday, November 3, 2025	Wednesday, October 29, 2025	Friday, November 14, 2025	Wednesday, October 29, 2025
	Monday, September 29, 2025	Wednesday, November 12, 2025	Friday, November 7, 2025	Friday, November 21, 2025	Thursday, November 6, 2025
	Wednesday, October 1, 2025	Wednesday, November 19, 2025	Wednesday, November 12, 2025	Monday, December 1, 2025	Wednesday, November 12, 2025
	Wednesday, October 8, 2025	Wednesday, December 3, 2025	Wednesday, November 26, 2025	Monday, December 8, 2025	Monday, December 1, 2025
Student emails	Wednesday, October 1, 2025	Wednesday, November 19, 2025	Wednesday, November 12, 2025	Monday, December 1, 2025	Wednesday, November 12, 2025
	Friday, October 3, 2025	Tuesday, December 2, 2025	Monday, November 17, 2025	Wednesday, December 3, 2025	Thursday, November 13, 2025
	Wednesday, October 8, 2025	Wednesday, December 3, 2025	Wednesday, November 19, 2025	Friday, December 5, 2025	Monday, November 17, 2025
	Friday, October 10, 2025	Friday, December 5, 2025	Tuesday, November 25, 2025	Tuesday, December 9, 2025	Wednesday, November 19, 2025
	Monday, October 13, 2025	Tuesday, December 9, 2025	Friday, November 28, 2025	Wednesday, December 10, 2025	Friday, November 21, 2025
			Monday, December 1, 2025		Tuesday, December 2, 2025
					Thursday, December 4, 2025
					Saturday, December 6, 2025
					Monday, December 8, 2025
					Tuesday, December 9, 2025
SFF Close	Wednesday, October 15, 2025 8 AM EDT	Wednesday, December 10, 2025 8 AM EST	Wednesday, December 3, 2025 9 PM JST	Thursday, December 11, 2025 2 PM CET	Wednesday, December 10, 2025 8 AM EST
Main Campus Fall Break	Monday, November 24 - Sunday, November 30				
Final Exams	N/A	N/A	12/4-12/10	12/12-12/18	12/10-12/16
Grading Deadline	10/16/2025	12/11/2025	12/13/2025	12/24/2025	12/19/2025
Last Day to Withdraw	10/6/2025	12/1/2025	12/1/2025	12/11/2025	12/8/2025
*Banner locks down @ 3:00 PM EST - please confirm course data is correct by this time!	Instructor reminders to add items to the SFF at the "My Course" level		SFFs open for instructors (Items from Item Bank must be added by 11:59 PM the night before SFF opens for instructors/students)		SFFs open for students