Summer 2022 Classroom Allocation
Priority Tiers

==Priority Tier One:==

November 1 through December 17
    Academic Departments Scheduling
        <u>Summer production dates</u> – Summer schedule production

==Priority Tier Two:==
December 20, 2021 through February 18, 2022
        <u>Priority Tier Two classroom reservation period</u>

Coyote First Step
    Classrooms in **UH** have been reserved for this program. Additional classroom requests will be scheduled through Academic Scheduling. Requests for computer labs need to have confirmation of permission from the department/college that "owns" the lab. All other facilities will be reserved through SEGS.

Early Start Math, Early Start English (if needed)
    Classrooms in **UH and CH** have been reserved for this program. Additional rooms for ESM and ESE classes will be scheduled with the assistance of Academic Scheduling for **class sections existing in PeopleSoft**. Requests for computer labs need to have confirmation of permission from the department/college that "owns" the lab. All other facilities will be reserved through SEGS.

SOAR
    Academic Scheduling will approve reservations for classrooms (only) for this program. Requests for computer labs need to have confirmation of permission from the department/college that "owns" the lab. All other facilities will be reserved through SEGS.

EOP
    Classrooms in **UH** have been reserved for this program. Additional rooms will be scheduled with the assistance of Academic Scheduling.

==Priority Tier Three:==

February 21 – March 11, 2022
        <u>Classrooms open to Special Events & Guest Services (SEGS) summer programs</u>.
        SEGS assumes responsibility for prioritizing additional summer programs and will work with those programs in securing the facilities that they need.

==**March 14 — Classrooms open back up to Academic Class sections**.==

As always, while emergencies are unavoidable and handled on a case-by-case basis, the three-business day requirement for requesting or modifying existing requests is expected.

==**Important Dates:**==

Schedule Online Mar. 18

Advising Mar. 21

Registration Apr. 4