

Fort Hays State University				
Cross-Border (SNU) Timeline Fall 2026				
All Dates and Times are U.S. Central Time-zone				
(8/31/26-12/18/26 - 16 weeks)				
BOOKMARK THE TIMELINE - DO NOT DOWNLOAD AS DATES ARE SUBJECT TO CHANGE - Updated 7/20/2026				
Action Item	SNU	Who		
Pre-term		Lead	Support	Aware
Deadline for chairs to have FHSU Online Course Requests submitted to the Registrar	27-Jul	GA	Chairs	Partner
Language proficiency status report (4 weeks prior)	3-Aug	Students	HLI	IA
Faculty Professional Development - New/Returning	5-7 Aug	GA	Chairs	
Registration Templates	10-Aug	GA	REG	Partner
Teaching Assignments entered and cross-checked in Workday for fall 2026		Chairs	Registrar	BB
FHSU Faculty Appointment Forms - New Hires	10-Aug	HR		Faculty
FHSU Faculty Appointment Forms – Returning	10-Aug	HR		Faculty
Admission and Transcript reports: Late Admits Deadline (3 weeks prior)	10-Aug	Partner	IA	REG
Final day to Submit Language proficiency score (2 weeks prior)	17-Aug	IA		Partner
Registration Batch Load Roster (Wednesday)	24-Aug	Partner	REG	GA
Register Students (Pre-check-Workday registration-Blackboard load*) (Friday)	26-Aug	GA		Registrar - TS
Faculty arrive on campus		Faculty		Partner
Week 1	August 31 - September 4			
Classes Begin (Monday)	31-Aug	Faculty		Students
Registration Batch Load Roster (first roster update by Monday)		Partner	REG	GA
Registration at partner school		Partner		
Roster Discrepancy Check (Workday/Blackboard) (ongoing through September 11)		Faculty	GA/REG	
Full refund period for students to drop courses (ongoing through September 11)		Partner		SFS
Registration Batch Load Roster (second roster update by Thursday)		Partner	REG	
Week 2	September 7- September 11			
Registration Batch Load Roster (final update by Thursday)		Partner	REG	Partner
ASC and CbyD - list of courses and faculty with contact information (Thursday)		Partner	GA	IC
Full refund period ends for students to drop courses	11-Sep			Students
Week 3	September 14 - September 18			
Enrollment Projections for Spring 2027 Provided to FHSU				Partner
Application for Completion (Intent to Graduate) for F26 sent to REG		Partner	REG	
Mid-Autumn Festival break - (Make-up days - yet to be determined)				
Week 4	September 21 - September 25			
Inform faculty if the student dropped/withdrew after 4 weeks		GA		Faculty
SFS begins invoicing process			SFS	Partner
Week 5	September 28 - October 2			
Tentative Holiday Break - (Make-up days Oct. 11)				
Spring 2027 Projections Finalized		Chairs	GA	Partner
Week 6	October 5 - October 9			
Final Invoice Processed - Wiring of Payment Begins		Partner		SFS
Textbook List (reviewed and confirmed for Spring 2027)		GA	Chairs	Partner
Week 7	October 12 - October 16			
ASC/CbyD Review by Academic Department		Chairs		Partner/REG
Week 8	October 19 - October 23			
Teaching Assignments for Spring 2027- initial		GA	Chairs	Partner
Week 9	October 26 - October 30			
Week 10	November 2 - November 6			
Timeline for Spring 2027 posted		GA	REG	
Last day to Withdraw with "W" on transcript, no refund (Friday)	6-Nov			Students
Week 11	November 9 - Noveember 13			
Teaching Schedule for Spring 2027		Partner		GA
Application of Completion (Intent to Graduate) list sent to Registrar office for students expecting to graduate in Spring 2027		Partner	REG	
Partners send official transcripts to FHSU Registrar for students to be admitted for Spring 2027 semester		Partner	REG	
Week 12	November 16 - November 20			
Teaching Assignments for Spring 2027 - Final		Chairs	GA	Partner
Partner Transcripts: 6th semester IP Transcript sent to Registrar's office	TBD	Partner	REG	
Week 13	November 23 - November 27			
Partner Transcripts: Final additions or changes for Fall 2026 graduates		Partner	REG	
Week 14	November 30 - December 4			
Student Evaluations Open (two weeks before finals)		TS		
Week 15	December 7 - December 11			
Week 16	December 14 - December 18			
Last week of Classes				
Student Evaluations of courses close		TS		Students

Post Term				
FHSU faculty submit final grades to FHSU Registrar	4-Jan-27	Faculty	REG	Faculty, GA
Partner Transcripts: 7th Semester Transcripts for Spring 2027 graduates	January 8, 2027	Partner	REG	
Report ran to determine missing final grades		GA		Chairs
Fall 2026 grade report available in Workday		FHSU	REG	GA
Grades available on the IP Portal				Students
Academic Standing Report		GA		Partner/REG
Diplomas and transcripts of students graduating Fall 2026 shipped to partners	08-Feb-27	REG		GA/Partners
ASC - CbyD Grades sent to FHSU Registrar Office	06-Jan-27	Partner	REG	GA
Pre-Spring Term				
Teaching Assignments entered and cross-checked in Workday for Spring 2027		Chairs	Registrar	BB
Blackboard shells open to faculty for Spring 2027 (4 weeks prior to Spring term)		TS		Faculty
Admission and Transcript reports: Late Admits	Feb 10 - 14???	Partner	Admissions/REG	Admissions/REG
Deadline for chairs to have FHSU Online Course Requests submitted to the Registrar - New Process	January 19, 2027	GA	Chairs	Partner
Spring27 Term				
TENTATIVE Start Dates	2027			

FHSU University Breaks and Holidays	
9/7/2026	Labor Day
11/23/2026 - 11/27/2026	Thanks giving Break
12/25/2026- 1/3/2027	Winter Break - University Closed
Chinese Holidays	
September-17-2025	Mid-Autumn Festival
October 1-7-2025	National Holiday
January-1-2027	New Year's Day

Notes:
Workday to Blackboard Integration runs three times daily (5p, 6p, 7p Central Time)
Global Blackboard: https://globalbb.fhsu.edu/

Academic and Operational Team	
Academic Administration	Jeni McRay (at FHSU)
Academic Standing	Beth Spencer
Faculty	FHSU International Faculty
HR - Human Resources	Russel Irby Kenadee O'brien
RCOBE Director of Strategic Partnerships	Robert Lloyd
Department Chair/Administrative Assistant	Paul Nienkamp/Jodie Wear-Leiker (PHIL)
Department Chair/Administrative Assistant	Steve Sedbrook/Noel Sanderson (HHP) Anthony Fox (HHP)
Department Chair/Administrative Assistant	Eric Leuschner/Amy Richecky (ENG)
Cross Border Education Specialist	Sharon Graham (UNIV)
TS - Technology Services	Greg Grammon - Server Michael Leibold - Blackboard
GAISS - Global Affairs International Services	Haley Williams Phil Wittkorn Jadyn Snyder (faculty HR processes/visa/travel) Cassie Smith (admissions) Zoey Sneed
Registrar - Registrar's Office	Craig Karlin (Registrar) Becky Newel (Assistant Registrar) Sheila McGuire (Course Scheduling) Nikki Houchen (Degree Analyst/Student Records) Tammy Winters (Grades/Course Registrations)
SFS - Student Fiscal Services	Dane Lonnon Lincoln Hector
Institutional Research and Eff.	Darren Stieben
TLC - The Language Company	Brenda Robati
Partner - SNU - Academics	Steven (Yuzhou Cai) Yolanda (Jing Yang) Daisy (Qi Dongyan)