**Fall 2023**

**Schedule Building Time Line:**

Wednesday, November 16 Refine Mode/Plan Phase

* Schedule data (rolled from Fall 2022) will be available in CLSS
* Make all necessary changes in CLSS
* Each change will be validated and fed into PeopleSoft automatically

Monday, December 12 Refine Mode/Proof Phase

* Specific Classroom Requests should be submitted to the Registrar by this date through “Comments”

Monday, January 23 Refine Mode/Room Assignment Phase

* No changes can be made in CLSS during this phase

Monday, February 20 Refine Mode/Publish Phase

* Limited changes can be made
* All other changes must be requested through the Registrar due to the impact on classroom assignments

Monday, February 27 Refine Mode/Present Phase

* Schedule available online