

## Student Evaluation of Teaching Semester Timeline Fall 2024

	Deadline	Event	Regularly Scheduled Courses
	2 Weeks <b>AFTER</b> Add/Drop Deadline (10th Day of the Semester)	Fall 2024 SET Project is created. The survey timeline is based on <b>the last scheduled day of the course</b> .	Monday, September 23, 2024
Question Personalization	7 Days <b>BEFORE</b> Survey Start Date	Question Personalization Session begins. An email is sent to faculty with instructions to add three open-ended questions to their survey, if they wish to do so.	Friday, November 15, 2024*
	4 Days <b>BEFORE</b> Survey Start Date	First Question Personalization reminder email is sent.	Monday, November 18, 2024*
	1 Day <b>BEFORE</b> Survey Start Date	Second Question Personalization Reminder email is sent.	Thursday, November 21, 2024*
Surveys	Survey Start Date	Evaluations invitation emails are sent two weeks before the <b>last scheduled day of the course</b> , unless the course is shorter than 6 weeks, then it is sent one week before the <b>last scheduled day of the course</b> . Once the survey begins, faculty will no longer be able to add open-ended questions.	Friday, November 22, 2024*
	4 Days <b>AFTER</b> Survey Start Date	First faculty reminder email is sent.	Tuesday, November 26, 2024*
	5 Days <b>AFTER</b> Survey Start Date	First student reminder email is sent.	Wednesday, November 27, 2024*
	10 Days <b>AFTER</b> Survey Start Date	Second faculty reminder email is sent.**	Monday, December 2, 2024*
	12 Days <b>AFTER</b> Survey Start Date	Second student reminder email is sent.**	Wednesday, December 4, 2024*
	<b>Last Scheduled Day of the Course</b> in Student Admin	Survey Ends at 11:59pm	Friday, December 6, 2024*
Reports	1 Day <b>AFTER</b> semester grades are due	Semester grades are due on Wed, December 18, 2024 at 4pm. Surveys cannot be extended after this day and <u>reports will not be generated before this date</u> .	Thursday, December 19, 2024

\*Early Ending courses whose last scheduled day does not fall on Dec 6th, may have different dates.

\*\*If the course is shorter than 6 weeks, these reminder emails will not be sent.

For questions about irregularly scheduled courses and their deadlines, please contact [seteaching@uconn.edu](mailto:seteaching@uconn.edu)