

EvaluationKIT Timeline*

January Term 2021

**Pre-Survey Open Period – for Chairs/Instructors	Monday, January 11 – Friday, January 22
Default Evaluation Period Open	Saturday, January 23 – Friday, January 29
Final Grades Due	Friday, February 5
Results Available	Friday, February 12

- Mid-Semester evaluations are not available for J-Term
- Default evaluation period is 7 days for regular J-Term courses and 5 days for early ending courses
- Student Communications:
 - pre-survey notification 3 days prior to the start of each survey
 - survey invitation on the day their survey(s) opens
 - Reminder emails every 2 days until survey(s) is completed

PLU January Term 2021 (January 4 – January 29) Key Dates

Classes Begin Monday, January 4

Martin Luther King Day Monday, January 18 – No classes, PLU offices closed

Classes End Friday, January 29 (19 M-F class days)

Final Grades Due Friday, February 5

*Timeline is based on the PLU Academic Calendar

Instructors can customize their evaluation period, verify their course and enrollment information and add custom questions. Any changes/additions **MUST be made prior to the default survey start date.