Enrollment planning calendar

Milestones requiring action from campuses are in **teal**.

Please scroll to the bottom of the document for a list of acronyms.

Month	Milestone
July	*Annual Table 1 request* • UCOP-BAP sends request for August (prior year final and current year estimate) and November (current year estimate) Table 1 submissions to campus VCPBs and Budget Directors. IRAP forwards to IR Directors.
August	*August Table 1 received* • Campuses submit Table 1 to UCOP, providing final enrollment figures for the prior AY and preliminary estimates for the current AY. • These figures are used by UCOP-BAP for state/legislative reporting, the Regents' Budget, preliminary allocations of state funding tied to enrollment, and serve as a baseline for current year enrollment funding requests.
September	*UCOP leadership discusses preliminary enrollment targets for the next AY*
October	*Next year's enrollment target setting discussed at COC* • UC President and UC Provost meet with COC in early October. *Letter sent to Chancellors requesting next year's enrollment proposals* • Following the October COC meeting, UC Provost sends formal letter to UC Chancellors requesting campuses submit new and total enrollment proposals. Proposals due with November Table 1.
November	*UCOP shares elements of next year's draft Budget for Current Operations* • In early November, UCOP-BAP finalizes proposed budget—incorporating enrollment goals from the State, campuses, and UCOP—to present at the November UC Regents meeting. August Table 1 enrollment data are cited in the document (final prior year and estimated current year figures). *November Table 1 and next year's enrollment proposals received* • Campuses submit Table 1 to UCOP, providing estimates for the current AY. These figures are not included in the Regents' Budget. • Campuses submit enrollment proposals to UCOP for the next AY year. *Regents approve UC's Budget for Current Operations for next year in mid-November* • Includes UC's request to the State for enrollment funding for next year in advance of the Governor's January budget proposal (below). *Final student-level enrollment data for prior AY available* • UCOP-IRAP compares student-level AY figures to campus August Table 1 final prior figures to identify and resolve discrepancies.

Month	Milestone
December	*Initial campus enrollment proposals for the next AY discussed at COC* • UC President and UC Provost meet with COC in early December to discuss next year's enrollment proposals submitted by campuses. As needed, UC Provost and UCOP-IRAP will request revisions. *Fall enrollment published to UC Information Center* • UCOP-IRAP publishes third week census enrollment figures for current fall term on the UC Information Center in December or January. *UCOP reports enrollment to the State of California DOF* • UCOP-BAP reports August Table 1 prior year final enrollment, November Table 1 current year estimated enrollment, and next year's projected enrollment to DOF.
January	*January Governor's budget released* • This is constitutionally required by January 10. *[if needed] Campus enrollment proposals for the next AY finalized at COC* • UC President and UC Provost meet with COC in early-January to finalize next year's enrollment targets (new and total enrollment). *UC President sends formal letter to Chancellors communicating next year's enrollment targets* *Letter sent to Chancellors requesting multi-year enrollment proposals* • Following the UC President's enrollment target letter, UC Provost sends formal letter requesting multi-year enrollment proposals for an additional three years in late-March/early-April (one-year plans submitted in November; additional three years due in March/April).
April	*Multi-year enrollment proposals received in late March or early April* • Campuses submit multi-year enrollment proposals to UCOP-IRAP (combined with the one-year plans submitted in November, these comprise a four-year rolling plan). UCOP-IRAP compares enrollment plans with established systemwide enrollment goals.
May	*Multi-year enrollment proposals shared with UC leadership and discussed at COC* • UCOP-IRAP shares campus-submitted multi-year enrollment growth proposals with UCOP leadership. • UC President and UC Provost meet with COC in early May (or early June) to discuss multi-year enrollment proposals. As needed, UC Provost and UCOP-IRAP will request revisions. *Governor releases May revision of proposed State Budget Plan ("May revise") in mid-May*

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June	*Preliminary student-level enrollment data available for current AY* • UCOP-IRAP produces preliminary current full year figures. New student enrollment for current year by entry are not available. Financial aid data is finalized in October. *Final State Budget Act for next year is adopted*

Acronyms

AY   Academic year

BAP   Budget Analysis and Planning

COC   Council of Chancellors

DOF   State of California Department of Finance

IR   Institutional research

IRAP   Institutional Research and Academic Planning

VCPB   Vice Chancellor for Planning and Budget