STUDENT- Important Dates for Spring 2018 UCF Job Shadow Program

January 5th, 2018	Spring 2018 UCF Job Shadow Program registration begins
January 31st, 2018	Student Registration deadline (**by 11:59pm**)
February 11th, 2018	Deadline to complete all required quizzes in UCF Job Shadow Program Webcourse (**by 11:59pm**)
February 12th, 2018	Students who have not completed required quizzes are removed from Webcourse
February 22nd, 2018 – Feb 25th, 2018	**Primary Matching** - Registered students are able to submit experiences preferences quiz via UCF Job Shadow Program Webcourse starting at 8:00 a.m. You must submit a survey in order to continue in the course. If you do not submit a survey by February 25th, you will be dropped.
February 26th, 2018	Students are dropped from the course that have not submitted their surveys
By or before March 8th, 2018	**Primary Matching** - Students are notified of their match and commitment contracts become available
April 5th-April 9th, 2018	**Secondary Matching** - Registered students are able to submit experiences preferences quiz via UCF Job Shadow Program Webcourse starting at 8:00 a.m.
April 9th, 2018	Students are dropped from the course that have not submitted their surveys.
By or Before April 16th, 2018	**Primary Matching** - Matched students notified of employer contact information
By or Before April 16th, 2018	**Secondary Matching -** Students are notified of their match and commitment contracts become available
By or Before April 16th, 2018	**Secondary Matching** - Matched students notified of employer contact
April 27th, 2017	Deadline for students to secure their matches by completing the required commitment contract and make phone contact with their employer to discuss and clarify details of the job shadow (**by 5:00pm**)
April 30th-May 4th, 2018	**Spring 2018 Job Shadow Week**
May 5th, 2018	Online Reflection/Discussion Board opens in UCF Job Shadow Program Webcourse. Spring 2018 UCF Job Shadow Program survey/evaluation available online to be completed.
May 18th, 2018	Deadline to complete reflection postings and online evaluation by (**11:59 p.m.**). Online Reflection/Discussion closes in UCF Job Shadow Program Webcourse. **Reflection posts and online survey/evaluation must be completed to receive certificate**.
August 2018	Certificates are available to email to students who completed UCF Job Shadow Program + Reflection postings and survey/evaluation. ***Note: certificates will not be mailed to students, but must be requested through email.***