



## Summer and Fall 2023: CDL and Community Early Childhood Intern and Student Assistant Calendar

<b>Summer and Fall 23 Student Applications Posted</b>	Friday, March 31 <sup>st</sup>
<b>Summer and Fall 23 Student Applications Due</b>	11:59 pm on Sunday, April 9 <sup>th</sup>
<b>Summer and Fall 23 Student Interviews - ZOOM</b>	Wednesday, April 12 <sup>th</sup> & Friday, April 14 <sup>th</sup>
<b>Summer Student Applicants must email summer class schedule to <a href="mailto:cdlplacements@sohe.wisc.edu">cdlplacements@sohe.wisc.edu</a></b>	Monday, April 17 <sup>th</sup>
<b>Summer CDL Offer Email sent out</b>	Tuesday, April 18 <sup>th</sup>
<b>Fall Student Applicants should email fall class schedule to <a href="mailto:cdlplacements@sohe.wisc.edu">cdlplacements@sohe.wisc.edu</a> after they enroll (interns should indicate which classes they will be dropping if they get an internship)</b>	By 11:59 pm on Tuesday, April 18 <sup>th</sup>
<b>Summer CDL Offer Must Be Accepted</b>	By 11:59 pm on Friday, April 21 <sup>st</sup>
<b>Summer CDL Interns &amp; SAs given Access to Canvas Orientation (5 hrs)</b>	Saturday, April 22 <sup>nd</sup>
<b>Fall CDL Offer Email sent out</b>	Monday, April 24 <sup>th</sup>
<b>Summer CDL Student Hiring Paperwork, Background Check, and Fingerprint Scheduling Deadline</b> *Must bring Passport OR original social security card AND driver's license AND Wiscard *Must know social security number to set up background check	Monday, April 24 <sup>th</sup> - Tuesday, April 25 <sup>th</sup>
<b>Summer CDL Internship Verification form turned into SoHE Academic and Career Counseling</b>	within 48 hours of offer email, by 11:59 pm on Tuesday, April 25 <sup>th</sup>
<b>Summer CDL Interns Register for HDFS 601 &amp; upload final Summer class schedule into box</b>	Monday, April 24 <sup>th</sup> - Thursday, April 27 <sup>th</sup>
<b>Fall CDL Interns &amp; SA Offers Must be Accepted</b>	By 11:59 pm on Wednesday, April 26 <sup>th</sup>
<b>Fall CDL Internship Verification form turned into SoHE Academic and Career Counseling</b>	By 11:59 pm on Thursday, April 27 <sup>th</sup>
<b>Summer CDL Interns &amp; SAs must have Canvas Orientation Completed</b>	Thursday, April 27 <sup>th</sup>
<b>Summer Intern &amp; SA In-Person Orientation Day 1:</b> Classroom Morning Observations (8-10:30) Tour & Training (10:30-1) Break (1-1:30) Ready-Set-Go with Lead Teacher (1:30-2:15) Finish Hire Paperwork/Follow Up Questions (2:15-3:00) Afternoon Classroom Observations (3-5:30)	Friday, April 28 <sup>th</sup>
<b>Summer Intern &amp; SA CPR First Aid Training</b>	Saturday, April 29 <sup>th</sup> from 9:00 am-1:00 pm
<b>Fall CDL Interns Register for HDFS 601 &amp; HDFS 501: Child Development Theory to Practice &amp; Upload Final Fall Class schedule into box folder</b>	By 11:59 pm on Monday, May 1 <sup>st</sup>

<b>Fall CDL Student Hiring Paperwork, Background Check, and Fingerprint Scheduling Deadline</b> *Must bring Passport OR original social security card AND driver's license AND Wiscard *Must know social security number to set up background check	Monday, May 1 <sup>st</sup> - Friday, May 5 <sup>th</sup>
<b>Spring CDL Interns/SAs Complete Evaluation of experience</b>	By Friday, May 5 <sup>th</sup>
<b>Last Day of UW Class - Spring 23</b>	Friday, May 5 <sup>th</sup>
<b>UW Study Day</b>	Saturday, May 6 <sup>th</sup>
<b>Final Exam Week</b> (*CDL Interns are expected to work this week; schedule will be adjusted to accommodate individual student exam schedule)	Monday, May 7 <sup>th</sup> - Friday, May 12 <sup>th</sup>
<b>Last Day Spring CDL Interns/SAs</b>	Friday, May 12 <sup>th</sup>
<b>Graduation for Grad Programs</b>	Friday, May 12 <sup>th</sup>
<b>Graduation for Bachelors</b>	Saturday, May 13 <sup>th</sup>
<b>Deadline for Students to move out of dorms</b>	Saturday, May 13 <sup>th</sup>
<b>CDL Summer Interns must complete canvas orientation</b>	Sunday, May 14 <sup>th</sup>
<b>First Day CDL Summer Interns/SA in ratio</b>	Monday, May 15 <sup>th</sup>
<b>CDL Family Picnic</b>	Thursday, May 18 <sup>th</sup> from 5:00-7:30 pm
<b>Faculty Contract Last Day</b>	Sunday, May 21 <sup>st</sup>
<b>UW's 4-week summer session</b>	Monday, May 22 <sup>nd</sup> - Sunday, June 18 <sup>th</sup>
<b>CDL Closed - Memorial Day</b>	Monday, May 29 <sup>th</sup>
<b>UW's 3-week summer session</b>	Tuesday, May 30 <sup>th</sup> - Sunday, June 18 <sup>th</sup>
<b>Fall Rennebohm Intern offers sent out</b>	By Wednesday, May 31 <sup>st</sup>
<b>Fall Rennebohm Interns accept offer</b>	By 11:59 pm Sunday, June 4 <sup>th</sup>
<b>Rennebohm Internship Verification form turned into SoHE Academic and Career Counseling</b>	within 48 hours of offer email, by 11:59 pm on Wednesday, June 7 <sup>th</sup>
<b>Fall Rennebohm Interns must enroll in HDFS 601 &amp; HDFS 501: Child Development Theory to Practice for Fall 23 &amp; upload final Fall 23 Schedule to box folder</b>	By Friday, June 9 <sup>th</sup>
<b>Last Day of CDL's 22-23 contract year) (i.e., last day for Otters not attending summer session)</b>	Friday, June 9 <sup>th</sup>
<b>CDL Official Summer Session for children</b>	Monday, June 12 <sup>th</sup> - Friday, August 18 <sup>th</sup>
<b>CDL 4K Session I (MMSD)</b>	Monday, June 12 <sup>th</sup> - Friday, July 7 <sup>th</sup>
<b>June All CDL Staff Meeting - ZOOM (required for Summer CDL Interns and Staff)</b>	Wednesday, June 7 <sup>th</sup> 6:30-7:30 pm
<b>CDL Closed - 4th of July</b>	Monday July 3 <sup>rd</sup> & Tuesday, July 4 <sup>th</sup>
<b>CDL 4K Session II (MMSD)</b>	Monday, July 10 <sup>th</sup> - Friday, July 28 <sup>th</sup>
<b>July All CDL Staff Meeting - ZOOM (required for Summer CDL Interns and Staff)</b>	Wednesday, July 12 <sup>th</sup> 6:30-7:30 pm
<b>UW's 8-week summer session</b>	Monday, June 19 <sup>th</sup> - Sunday, August 13 <sup>th</sup>
<b>CDL 4K Session III (MMSD)</b>	Monday, July 31 <sup>st</sup> - Friday, August 18 <sup>th</sup>
<b>Fall Rennebohm Intern Hiring Paperwork, Background Check, and Fingerprint Scheduling Deadline</b> *Must bring Passport OR original social security card AND driver's license AND Wiscard *Must know social security number to set up background check	By Monday, July 31 <sup>st</sup>

<b>Fall CDL Interns/SA &amp; Rennebohm Interns given Access to Canvas Orientation (5 hrs)</b>	By Tuesday, August 1 <sup>st</sup>
<b>Summer CDL Interns/SAs Complete Evaluation of experience</b>	Friday, August 11 <sup>th</sup>
<b>Madison Moving Day</b>	Tuesday, August 15 <sup>th</sup>
<b>Fall CDL Interns/SA &amp; Rennebohm Interns Canvas Orientation Must be Completed (5 hrs)</b>	By Wednesday, August 16 <sup>th</sup>
<b><u>Fall CDL Interns/SA &amp; Rennebohm Intern In-Person Orientation Day 1:</u></b> Classroom Morning Observations (8-10:30) Tour & Training (10:30-1) Break (1-1:30) Ready-Set-Go with Lead Teacher (1:30-2:15) Finish Hire Paperwork/Follow Up Questions (2:15-3:00) Afternoon Classroom Observations (3-5:30) All Rennebohm Interns Meet (3-5:30)	Thursday, August 17 <sup>th</sup> (8:00-3:00 for CDL morning staff; 10:30-5:30 for CDL afternoon staff & Rennebohm Interns)
<b><u>Fall CDL Intern/SA &amp; Rennebohm Intern In-Person Orientation Day 2:</u></b> First Aid & CPR (9-1:00)	Friday, August 18 <sup>th</sup>
<b>Last Day of CDL Summer Session &amp; Internship</b>	Friday, August 18 <sup>th</sup>
<b>Faculty Contract Year Begins</b>	Monday, August 21 <sup>st</sup>
<b>Rennebohm intern start date in community programs</b> (*Start date might be different due to community program calendars)	Monday, August 21 <sup>st</sup>
<b>CDL Closed - Team Building &amp; set up time</b> (Fall Interns/SA do not need to attend)	Monday, August 21 <sup>st</sup>
<b><u>CDL Closed - Classroom Prep Day</u></b> (*Fall CDL Interns/SA required from 12-5) Classroom Lunch & Team Building (12:00-1:00) Classroom Team Meeting (1-2:30) Break (2:30-3:00) Group Photos (3:00-3:45) Last Minute Details (3:45-4:00)	Tuesday, August 22 <sup>nd</sup>
<b>Open House: All 23-24 Enrolled Families</b> (Fall CDL Interns/SA required)	Tuesday, August 22 <sup>nd</sup> 4-5pm
<b>First Day of Fall 2023 CDL;</b> 1st day Fall interns and SAs are on the floor	Wednesday, August 23 <sup>rd</sup>
<b>CDL Closed: Legal Holiday-Labor Day</b>	Monday, September 4 <sup>th</sup>
<b>First Day of Classes for UW Students</b>	Wednesday, September 6 <sup>th</sup>
<b>Late Start: CDL opens at 8:30 am</b> (*All Fall CDL Interns/SA required from 7:30-8:30 am)	Friday, September 15 <sup>th</sup>
<b>CDL Closed: In-service Training Day</b> (*All Fall CDL Interns/SA required for a 1-hour meeting. Time TBD)	Friday, October 13 <sup>th</sup>
<b>Early Release: CDL closes at 4:30 pm</b> (*All Fall CDL Interns/SA required from 4:30-5:30 pm)	Wednesday, November 8 <sup>th</sup>
<b>CDL Closed: Legal Holiday-Thanksgiving</b>	Thursday, November 23 <sup>rd</sup>
<b>CDL Closed: Conference Prep day for Teachers</b> (*All Fall CDL Interns/SA are off this day)	Friday, November 24 <sup>th</sup>
<b>Fall CDL Interns/SAs Complete Evaluation of experience</b>	Friday, November 24 <sup>th</sup>

<b>Last Class Day for UW Students</b>	Wednesday, December 13 <sup>th</sup>
<b>UW Study day</b>	Thursday, December 14 <sup>th</sup>
<b>Finals Week</b> (*CDL Interns are expected to work this week; schedule will be adjusted to accommodate individual student exam schedule)	Friday, December 15 <sup>th</sup> - Thursday, December 21 <sup>st</sup>
<b>Commencement (undergraduate)</b>	Saturday, December 17 <sup>th</sup>
<b>Last day of Fall Internship</b>	Friday, December 22 <sup>nd</sup>
<b>School Closed: (2 weeks) Winter Recess</b>	Monday, December 25 <sup>th</sup> - Friday, January 5 <sup>th</sup>
<b>School Resumes: Winter Session begins (hours 8:30-5:30)</b>	Monday, January 8 <sup>th</sup> - Monday January 22 <sup>nd</sup>
<b>CDL Closed: MLK Day</b>	Monday, January 15 <sup>th</sup>
<b>School Returns to 7:30-5:30 hours of operation for Spring Semester 2024</b>	Tuesday, January 23 <sup>rd</sup>