

SRSU APR CALENDAR

The following calendar will be used for Graduate and Undergraduate APRs in 2026-2027.

Phase	Due date	Activity
<i>Report Writing Process</i>	October 1	IE Office provides APR orientation and handbook for Coordinators.
	Fall-Spring	Coordinators begin collecting data and feedback from program faculty to write APR in Watermark.
	January 4-15	IR Office launches Alumni Survey.
	February 12	IE Office uploads all data tables and Alumni Survey results in Watermark for all Coordinators.
	March 5	Graduate Program Coordinators select External Reviewer and report to IE; IE contracts with Reviewer.
<i>Report Review Process</i>	March 31	APR rough draft is due. Coordinators submit APR draft in Watermark, and it is automatically routed to Department Chair for feedback via Watermark. Coordinators won't see the draft again until all internal reviews are complete.
	April 15	Department Chair feedback is due in Watermark. The draft is automatically routed to Dean for feedback.
	April 30	Dean feedback on the APR is due in Watermark. The draft is automatically routed to the Provost for feedback.
	May 14	Provost feedback is due in Watermark. The draft is automatically routed back to the Coordinator to respond to the feedback of the Chair, Dean, and Provost.
	May 31	Coordinators' response to feedback is due in Watermark. When Undergraduate Coordinators submit the APR to IE via Watermark, their reports are complete.
<i>Graduate Report External Review and Submission Process</i>	June 16	IE provides Graduate APR to the External Reviewer for feedback.
	July 1	IE receives feedback from External Reviewer and sends to Graduate Program Coordinators via Watermark to write a response in Watermark.
	July 15	Graduate Program Coordinators deliver completed APR documents to IE in Watermark: 1. Self-study 2. External Reviewer's report 3. Response to External Reviewer's comments
	August 2	IE submits Graduate Program APR to THECB. IE submits stipend requests for all Coordinators who completed APRs.
<i>Review Cycle Ends</i>	August 31	Each Coordinator (1 per program) receives a \$1,000 stipend in SRSU paycheck for a complete report. Each External Reviewer (1 per program) receives a \$1,000 stipend upon completion.
	September 7	IE presents summary of findings to the Executive Cabinet.