

SIUC Spring 2012 Calendars and Schedules

This information is subject to change.

University Calendar

To view the University's academic calendar, visit
<http://registrar.siu.edu/calendars/academic.html>

EXCUSED ABSENCES FOR RELIGIOUS HOLIDAYS

Students absent from classes because of required observances of major religious holidays will be excused. It is the student's responsibility to notify in advance the instructor of each class that will be missed. Students must also take the responsibility for making up work missed.

Advisement Calendar

The advisement calendar varies by academic unit. Many units make appointments before dates registration can be processed. Check with your unit.

Registration Calendar

REGISTRATION DATES

Registration,

Tuesday, October 18 through Monday, January 16

Program changes may be processed during the registration period.

Registered students will receive a statement of tuition and fees due by mail before the tuition and fee payment deadline. All students are responsible for having accurate billing, local, and permanent addresses on file.

Registration, Tuition and Fee Deadline, January 10

Students who have registered have two options for the payment of tuition and fees: they may make payment in full or make an install payment by paying Minimum Amount Due by the deadline above. However, students owing a balance of \$500 or less will be allowed to register. See Installment Payment Plans.

LATE REGISTRATION PERIOD

Late Registration and Late Adds,

Tuesday, January 17 through January 22

Students who register for on-campus classes after Monday, January 16, will be assessed a \$15 Late Registration Fee. See also the section below entitled Late Registration Fee.

Last Day to Register,

Sunday, January 22

Sunday, January 22 is the last day to register for a course without approval from the dean. Students may register for a concentrated course (section number range 250–699) through the first date the course meets. Dean's permission is required after the first day.

Late Registration Fee

Students who register for regular semester-length classes (Section Number 000 and ranges 001–199) after Monday, January 16 and those students who register for shorter-than-semester-length classes, including intersession classes (Section 201–699), after the first listed meeting day of the class will be assessed a late registration fee of \$15.

The fee is non-refundable and non-waivable unless it can be clearly shown that the late registration was caused by faculty or administrative action. Off-campus classes (Section 800–899) and registration in course numbers 599, 600, 601 and 699 are exempt from this fee.

MAJOR CHANGES

Major changes may be processed from the beginning of the registration period through Friday of the second week of classes (Friday, January 27).

Last Day to Add a Class or Section (without Dean's permission), Sunday, January 22

After Sunday, January 22 the dean's permission will be needed for making a program change in which a course is added or a section changed.

Students adding a concentrated course (Section number range 201–699) that begins after January 22 may add through the first day the course meets. Dean's permission is required for adding after the first day the course meets.

DEADLINES FOR WITHDRAWING FROM THE UNIVERSITY OR FROM A COURSE

If Classes Meet for	Section Number Range	**To Receive BR Credit or Full Refund	***Deadline to Drop without Grade	Deadline to Change Audit Status	Deadline to Drop a Course
13–16 weeks	000–099	2nd week	2nd week	2nd week	8th week
9–12 weeks	101–199*	2nd week	2nd week	2nd week	6th week
8 weeks	201–249	2nd week	2nd week	2nd week	4th week
7 weeks	250–299	1st week	1st week	1st week	4th week
4–6 weeks	301–399	1st week	1st week	1st week	3rd week
2–3 weeks	401–499	1st day	1st day	1st day	1st week
Less than 2 weeks	501–599	1st day	1st day	1st day	2nd day
****Off-Campus & Individualized Learning	800–899	2nd week	2nd week	2nd week	8th week

Students are given until Sunday of the 4th week for summer semester to drop a semester-length course. Students are given until Sunday of the 8th week for fall and spring semesters to drop a semester-length course.

* Exceptions to the section-number range scheme are courses which frequently have an offering of more than 100 different sections that meet for the full 16 weeks.

** Students must drop a course or withdraw from the University by these deadlines to receive an account credit equal to a full refund of tuition and fees. Students who drop courses after the full refund deadline but remain enrolled in the University will not receive any refund. Students who withdraw from the University after the full refund period will receive an account credit equal to the corresponding refund of tuition and fees based on the university's tuition and fee policy. An administrative fee will be assessed to all students who withdraw from the University and receive a pro-rata refund. The amount of the fee will be \$100. See also Tuition and Fee Refund Policy and Procedures.

*** Students withdrawing from the University or dropping a course after this date will have a "W" grade posted to their records. Undergraduate students who do not officially withdraw or drop but who stop attending, may be awarded a "WF" grade which will count as an "F" in undergraduate GPA calculations. Graduate students will be awarded a "WU" grade that will not count in their GPA.

NOTE: Receipt of "WF" or "WU" grades can affect Financial Aid eligibility, and may result in request for re-payment. If a NS grade holder is submitted, a student may be completely dropped from his/her courses. This may also impact financial aid and result in request for re-payment.

**** Off-Campus sections (not Military Programs) have the same relative deadline dates as On-Campus sections, based on the scheduled meeting dates of the section.

Individualized learning sections are considered the same as full semester-length classes, with deadlines beginning the week the student registers for the class. NOTE: ILP students who seek to drop an individualized learning class after the calculated deadline to drop without receiving a grade, may have that drop result in the deletion of that class enrollment from their record. Where the instructor certifies the student has not completed more than a certain percentage of the work required for the class, as determined by the Registration Office, the drop may be treated in the same fashion as a drop processed within the semester's 100% refund period. That condition may thus change the student's enrollment status for that semester, and could result in the removal of financial aid eligibility for that semester. Removal of financial aid eligibility will in most cases require the student to pay back all financial aid monies received for the semester in question. See also Individualized Learning courses.

Web Registration Deadlines

Tuesday, October 18. Earliest date anyone may process registration transactions via Web Registration.

Sunday, January 22. Last day to use Web Registration for the processing of registration or class adds for full term courses. Registration requests for classes that have a meeting less than the regular Spring calendar may only be processed prior to this date, but only through the first scheduled meeting of the class provided that the meeting date is prior to January 22. In any case, no registrations or class adds will be permitted via Web Registration beyond January 22

(classes that begin later than the first week of the term will be allowed to register via the web through the first day of the course).

Sunday, January 29. Last day to use Web Registration to drop or withdraw from a regular semester-length class to be eligible for a credit/refund or change credit/audit status.

Sunday, March 18. Last day to drop a semester length course.

Friday, March 16. Last day to completely withdraw from the semester through advisor. All withdrawal paperwork for full semester length courses must be received in the Registrar's Office on this day.

Tuition and Fees Calendar

The week of December 15. Statement of Account produced for advance registered students for Spring 2012.

Tuesday, January 17. A \$15 late registration fee will be assessed for on-campus registration processed this date and beyond.

Sunday, January 29. Last day to *drop a course* to be eligible for a credit/refund. Last day to *withdraw from the University* to receive a full refund.

Final Exam Schedule

To view the final exam schedule and related information, visit <http://registrar.siuc.edu/calendars/finalexam.html>

Schedule of Commencement Ceremonies

Visit <http://registrar.siuc.edu/students/graduation.html> for detailed commencement information.