

SIUC Spring 2009 Calendars and Schedules

This information is subject to change.

University Calendar

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

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 14 through Friday, January 9

Program changes may be processed during the registration period.

On-campus 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.

Tuition and Fee Deadline,

Thursday, January 8

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,

Monday, January 12 through Friday, January 16

Students who register for on-campus classes after Friday, January 9, will be assessed a \$15 Late Registration Fee. See also the section below entitled Late Registration Fee.

Last Day to Register,

Friday, January 16

Friday, January 16, 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 Friday, January 9 and those students who register for shorter-than-semester-length classes, including intercession 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.

PROGRAM CHANGES

Program changes may be processed from the beginning of the registration period through the first week of classes.

Last Day to Add a Class or Section, Friday, January 16

After Friday, January 16 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 16 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 plus one day@
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 plus one day @
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 Monday of the 9th week to drop a semester-length course (first day of the fifth week in summer).

* 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 a pro-rata refund of tuition and fees through 60 percent of the duration of the enrollment period. 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 the lesser of 5 percent of all assessed charges, or \$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.

**** 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 date 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

NOTE: Registration processes and any other functions that involve interaction with the Student Information System will not be available on Saturdays, Sundays, holidays and other days when University offices are closed.

Tuesday, October 14. Earliest date anyone may process registration transactions via Web Registration.

Friday, January 16. Last day to use Web Registration for the processing of registration or class adds. 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 meeting date is prior to January 16. In any case, no registrations or class adds will be permitted via Web Registration beyond January 16.

Friday, January 9. Last day to use Web Registration to drop a regular semester-length class. Classes that have a session less than the full semester, may only be dropped through the first scheduled meeting date, provided that meeting is prior to January 9. In any case, no class drops will be permitted via Web Registration beyond January 9.

Tuition and Fees Calendar

The week of December 15. Statement of Account produced for advance registered students, to show minimum amount due to be paid by deadline in order to be considered enrolled for Spring 2009.

Monday, January 12. A \$15 late registration fee will be assessed for on-campus registration processed this date and beyond.

Friday, January 23. 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.siu.edu/records/exam.htm>

Schedule of Commencement Ceremonies

Visit <http://registrar.siu.edu/records/comm.htm> for detailed commencement information.