

Spring 2024 Registration Deadlines 10 Week Session II: February 20 – May 3, 2024 Most Common Registration Actions

Go to <u>CyberBear</u> \rightarrow Student Services \rightarrow then choose the corresponding link as listed below.

	Through February 7	February 8 – March 4	March 5 – April 8	April 9 – May 2	May 3 & Beyond
Instructional Days	-	Through Day 10	Day 11 – 30	Day 31 – Last Class Day	After Last Day
Add a Course ¹	Registration à Register for Classes Some courses require permission. Contact the instructor to request a digital <u>Registration Override</u>	Course Add Change Drop link Instructor + Advisor approval	Course Add Change Drop link Instructor + Advisor approval + \$20.00 fee		Only to fix registration errors (see Registrar's Office)
Drop a Course ² (to drop all/your only course, you must <u>withdraw</u>)	Registration à Register for Classes	Email <u>registration@umontana.edu</u> to request	Course Add Change Drop link Instructor + Advisor approval + W on transcript + \$20.00 fee & no refund	Course Add Change Drop link Instructor + Advisor + Dean approval + WP or WF on transcript + \$20.00 fee & no refund	Not permitted
Credit/No Credit Grading ³ (change to or from)	Registration à Register for Classes Register for course then choose <u>Schedule and Options</u> tab	Email <u>registration@umontana.edu</u> to request	<u>Course Add Change Drop link</u> Instructor + Advisor approval		Not permitted

Note: Academic advisor signatures are not required for graduate students or post-baccalaureate students.

February 19, 2024 is a holiday. May 3 is designated for final exams. These are not counted in the instructional/class days listed above.

¹ Any student not registered for at least one credit **by 2/7/24** must email <u>registration@umontana.edu</u> to review your options. Approval of late enrollment is not guaranteed. Students who were registered and cancelled due to non-payment must instead contact <u>Student Account Services</u> to complete payment if they wish to have their class registration reinstated by **2/27/24**.

² 10 Week Session II Courses dropped **after 3/4/24** result in a "W", "WP", or "WF" on the student's transcript, do not generate a refund, and may affect financial aid eligibility. To withdraw from the entire semester, review the <u>withdrawal webpage</u> and submit a semester withdrawal form.

³ Many courses do not allow grade option changes; check the course syllabus for grade options. Instructors cannot change the available grade options after **3/4/24** for this session. *PoT W*



Spring 2024 Registration Deadlines

10 Week Session II: February 20 – May 3, 2024 Less Common Registration Actions

Go to CyberBear \rightarrow Student Services \rightarrow then choose the corresponding link as listed below.

	Through February 7	February 8 – March 4	March 5 – May 2	May 3 & Beyond
Instructional Days	-	Through Day 10	Day 11 – Last Class Day	After Last Day
Switch Sections	Registration à Register for Classes Some courses require permission. Contact the instructor to request a digital <u>Registration Override</u>	<u>Course Add Change Drop link</u> Both instructors' approval	<u>Course Add Change Drop link</u> Both instructors' approval	Only to fix registration errors (see Registrar's Office)
Adjust Credit Load (variable credit courses only)	Registration à Register for Classes Register for course then choose <u>Schedule and Options</u> tab	Email <u>registration@umontana.edu</u> to request	<u>Course Add Change Drop link</u> Instructor + Advisor approval	Not permitted
Audit (change to or from)	Registration à Register for Classes ⁴ Register for course then choose <u>Schedule and Options</u> tab	Email <u>registration@umontana.edu</u> to request	Not permitted	

Note: Academic advisor signatures are not required for graduate students or post-baccalaureate students.

February 19 and May 3, 2024 are holidays. May 3 is designated for final exams. These are not counted in the instructional/class days listed above.

For assistance or questions about registration deadlines, please contact us at:

Office of the Registrar | 623 Aber Hall | Missoula, Montana

t: (406) 243-5600 | w: umt.edu/registrar | e: registration@umontana.edu

⁴ After **3/4/24** students cannot use the Switch Sections procedure to trade to a section that has not yet started. Email the Registrar's Office for details. Email <u>registration@umontana.edu</u> from your student email account to request the change to or from audit if the change cannot be made in CyberBear.