

May 13 – August 9, 2019 12-Week Session

All course changes are completed via [CyberBear](#) → Student Services. Corresponding links in bold.

| | Until May 20 @ 5pm | May 21 – May 29 @ 5pm | May 30 – July 8 @ 5pm | July 9 – August 8 @ 5pm | August 9 & Beyond |
|---|---|---|---|--|--|
| Instructional Days | Day 1 - 6 | Day 7 - 12 | Day 13 - 35 | Day 36 – Day 58 | Day 59 & Beyond |
| Add a Course | Registration → Register for Classes | <i>Electronic Override</i> (see your instructor) + Registration → Register for Classes | Course Add Change Drop Instructor approval + \$10.00 fee | Course Add Change Drop Instructor approval + \$10.00 fee | Only to fix registration errors (see Registrar's Office) |
| Drop a Course¹ (see reg. counter to drop all/only course) | Registration → Register for Classes | Registration → Register for Classes | Course Add Change Drop Instructor approval + \$10.00 fee | Course Add Change Drop Instructor + Dean approval + \$10.00 fee (WP or WF on transcript) | Not permitted |
| Switch Sections² | Registration → Register for Classes | <i>Electronic Override</i> to add, then drop via Registration link | Course Add Change Drop Both instructors' approval | Course Add Change Drop Both instructors' approval | Only to fix registration errors (see Registrar's Office) |
| Credit/No Credit Grading Option (change to or from) | Registration → Register for Classes | Registration → Register for Classes | Course Add Change Drop Instructor approval | Course Add Change Drop Instructor approval | Not permitted |
| Adjust Variable Credit Load (variable credit courses only) | Registration → Register for Classes | Registration → Register for Classes | Course Add Change Drop Instructor approval | Course Add Change Drop Instructor approval | Not permitted |
| Audit (change to or from) | Registration → Register for Classes (See Registrar's Office if not allowed online) | Registration → Register for Classes (See Registrar's Office if not allowed online) | Not permitted | Not permitted | Not permitted |

¹ 12-Week Session courses dropped after May 29 do not generate any refund and may affect financial aid eligibility. If dropping your only/all classes, see Student Accounts for Semester Withdrawal partial refund eligibility; W's will appear on transcript.

² After May 29, students cannot use the Switch Sections procedure to trade to a section that has not yet started. To do so, follow the drop procedure for the 12-week session section (no refund) and add the new section via Registration → Register for Classes.