

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

	Jan 18 – Jan 26 @ 5pm	Jan 27 - Feb 7 @ 5pm	Feb 8 – Mar 29 @ 5pm	Mar 30 – May 6 @ 5pm	May 7 & Beyond
Instructional Days	Day 1 - 7	Day 8 - 15	Day 16 – 45	Day 46 – Last Class Day	After Last Day
Add a Course¹	Registration → Register for Classes	Electronic Override (see your instructor) + Registration → Register for Classes	Course Add Change Drop Instructor + Advisor approval + \$10.00 fee	Course Add Change Drop Instructor + Advisor approval + \$10.00 fee	Only to fix registration errors (see Registrar’s Office)
Drop a Course² (must withdraw to drop all/only course)	Registration → Register for Classes	Registration → Register for Classes	Course Add Change Drop Instructor + Advisor approval + \$10.00 fee	Course Add Change Drop Instructor + Advisor + Dean approval + \$10.00 fee (WP or WF on transcript)	Not permitted
Switch Sections³	Registration → Register for Classes	Electronic Override 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 (change to or from)	Registration → Register for Classes	Registration → Register for Classes	Course Add Change Drop Instructor + Advisor approval	Course Add Change Drop Instructor + Advisor approval	Not permitted
Adjust Variable Credit Load (variable credit courses only)	Registration → Register for Classes	Registration → Register for Classes	Course Add Change Drop Instructor + Advisor approval	Course Add Change Drop Instructor + Advisor approval	Not permitted
Audit (change to or from)	Registration → Register for Classes (email registration if not allowed online)	Registration → Register for Classes (email registration if not allowed online)	Not permitted	Not permitted	Not permitted

Note: Academic advisor signatures are not required for graduate students or post-baccalaureate students. Final Exams week runs May 9 – 13, 2022. These are not instructional/class days.

¹ Any student not registered for at least one credit **before 2/7/2022** must **petition to register and pay after the deadline** through the Registrar’s Office. **Due by 3/1/2022.**

² Courses dropped **after 2/7/2022** 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, contact a [withdrawal coordinator](#) for questions and to submit paperwork.

³ After **2/7/2022** students cannot use the Switch Sections procedure to trade to a section that has not yet started. Email the Registrar’s Office for details.