

## July 29 – August 16, 2019 4<sup>th</sup> 3-Week Session

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

	Until July 29 @ 5pm	July 30 – July 31 @ 5pm	Aug 1 – Aug 8 @ 5pm	Aug 9 – Aug 15 @ 5pm	Aug 16 & Beyond
Instructional Days	Day 1	Day 2 - 3	Day 4 - 9	Day 10 – Day 14	Day 15 & Beyond
<b>Add a Course</b>	Registration → Register for Classes	<i>Electronic Override</i> (see your instructor) + Registration → Register for Classes	<a href="#">Course Add Change Drop</a> Instructor approval + \$10.00 fee	<a href="#">Course Add Change Drop</a> Instructor approval + \$10.00 fee	Only to fix registration errors (see Registrar's Office)
<b>Drop a Course<sup>1</sup></b> (see reg. counter to drop all/only course)	Registration → Register for Classes	Registration → Register for Classes	<a href="#">Course Add Change Drop</a> Instructor approval + \$10.00 fee	<a href="#">Course Add Change Drop</a> Instructor + Dean approval + \$10.00 fee (WP or WF on transcript)	Not permitted
<b>Switch Sections<sup>2</sup></b>	Registration → Register for Classes	<i>Electronic Override</i> to add, then drop via <b>Registration link</b>	<a href="#">Course Add Change Drop</a> Both instructors' approval	<a href="#">Course Add Change Drop</a> Both instructors' approval	Only to fix registration errors (see Registrar's Office)
<b>Credit/No Credit Grading Option</b> (change to or from)	Registration → Register for Classes	Registration → Register for Classes	<a href="#">Course Add Change Drop</a> Instructor approval	<a href="#">Course Add Change Drop</a> Instructor approval	Not permitted
<b>Adjust Variable Credit Load</b> (variable credit courses only)	Registration → Register for Classes	Registration → Register for Classes	<a href="#">Course Add Change Drop</a> Instructor approval	<a href="#">Course Add Change Drop</a> Instructor approval	Not permitted
<b>Audit</b> (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

<sup>1</sup> 4<sup>th</sup> 3-Week Session courses dropped after July 31 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.

<sup>2</sup> After July 31, 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 4<sup>th</sup> 3-week session section (no refund) and add the new section via Registration → Register for Classes.