

## December Term 2009 Deadlines

### Last Day to Register on Time

Note: All undergraduate classes have an assignment due at the first class meeting. Assignments may be picked up at the Office of Continuing Studies.

All Classes Except MBA	Sunday, November 29
MBA Classes	Thursday, December 3

### Late Registration (means you're NOT registered for any December hours)

Note: All undergraduate classes have an assignment due at the first class meeting. Assignments may be picked up at the Office of Continuing Studies.

All Classes Except MBA	
\$80 Penalty Fee	Monday, November 30
\$150 Penalty Fee	after November 30
MBA Classes	
\$80 Penalty Fee	Friday, December 4
\$150 Penalty Fee	after December 4

### Wait-Listing

Wait lists are not maintained for December Term.

### Last Day to Add Course to Existing December Schedule

Note: All undergraduate classes have an assignment due at the first class meeting. Assignments may be picked up at the Office of Continuing Studies.

All Classes Except MBA	Thursday, December 3
MBA Classes	Monday, December 7

### Last Day to Drop (withdraw)

Click [here](#) to view the Refund Policies and Schedules.

All Classes Except MBA at 100% Refund	Thursday, December 3
All Classes Except MBA Without a Grade	Thursday, December 10
All Classes Except MBA With a Grade of W	Tuesday, December 15
MBA Classes at 100% Refund (and Without a Grade)	Monday, December 7
MBA Classes With a Grade of W	not permitted

Once the 100% refund period has passed, a class cannot be dropped via

CardinalWeb for Students. The drop must be accomplished either by visiting the Office of the Register Monday through Friday or by sending a faxed drop request letter to 614-823-1009. The actual drop date is the office visit date or the fax receipt date. Non-attendance in class and/or non-payment of fees does not constitute dropping a class.