

## ADD/DROP/WITHDRAW DEADLINE INFORMATION – FALL 2011

Current to 07/15/11

Dates are no longer listed in the printed tabloid and are subject to change—Please read carefully and **do not rely on a printed version of this document alone.**  
Up to the minute dates are available by going to student quick clicks in Pipeline and selecting “Add/Drop/Withdrawal Dates.”

Part of Term	Description	Begins	Ends	Last day to Register # See note	Last Day for Refund	Last day to Withdraw	***NOTES***
2	16-week	08/22/11	12/12/11	8/29/11#	09/06/11	11/15/11	<p><b>^ Deadlines vary according to beginning and end dates of individual courses and are not available for dropping and adding via pipeline once the part of term begins. Since on-site assistance will be required, plan ahead to meet deadlines. Check with an advisor or registration personnel at any site for assistance.</b></p> <p><b># Courses <i>MAY</i> be added after this date if the class has not met for more than the equivalent of one week’s worth of class time. An advisor will make that determination, and their signature is required on the course scheduling form for these exceptions to be allowed.</b></p> <p><b>% Once the semester begins, dropping and withdrawing from AAC open entry/open exit classes will not be available via pipeline. For a refund, these AAC courses must be dropped within 14 calendar days after the beginning of the semester (or 14 days after the student enrolls in the class, whichever is later.)</b></p> <p><b>+ Telecourses must be added prior to 1<sup>st</sup> class meeting. A refund is available prior to 2<sup>nd</sup> class meeting or 1 week after 1<sup>st</sup> class meeting, whichever comes first. Withdrawals must be completed no later than 7 calendar days prior to the last class meeting.</b></p>
4	8-week (Session 1)	08/22/11	10/14/11	08/23/11#	08/29/11	09/30/11	
4NC^	8-week (Session 1 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
5	8-week (Session 2)	10/17/11	12/12/11	10/18/11#	10/24/11	11/29/11	
5NC^	8-week (Session 2 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
6	6-week (Session 1)	08/22/11	09/30/11	08/23/11#	08/29/11	09/16/11	
7	6-week (Session 2)	10/03/11	11/11/11	10/04/11#	10/12/11	10/28/11	
8	5-week (Session 1)	08/22/11	09/23/11	08/23/11#	08/25/11	09/16/11	
8NC^	5-week (Session 1 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
9	5-week (Session 2)	09/26/11	10/28/11	09/27/11#	09/29/11	10/21/11	
9NC^	5-week (Session 2 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
A	5-week (Session 3)	10/31/11	12/02/11	11/01/11#	11/03/11	11/22/11	
ANC^	5-week (Session 3 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
B	4-week (Session 2)	09/19/11	10/14/11	09/20/11#	09/22/11	10/07/11	
BNC^	4-week (Session 2 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
CNC%	Academic Achievement Center (Open Entry/Open Exit classes)	Varies	Varies	10/19/11 per K. Meyer	Varies	11/15/11 per K. Meyer	
D	4-week (Session 4)	11/14/11	12/12/11	11/15/11#	11/17/11	12/05/11	
DNC^	4-week (Session 4 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
F	4-week (Session 3)	10/17/11	11/11/11	10/18/11#	10/20/11	11/04/11	
FNC^	4-week (Session 3 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
G	4-week (Session 1)	08/22/11	09/16/11	08/23/11#	08/25/11	09/09/11	
GNC^	4-week (Session 1 – non-conforming)	Varies	Varies	Varies	Varies	Varies	
HNC^	Short-term classes ending prior to 9/19	Varies	Varies	Varies	Varies	Varies	
I	Intersession	08/08/11	08/19/11	08/08/11#	08/08/11	08/16/11	
LNC^	Short-term classes ending after 9/19	Varies	Varies	Varies	Varies	Varies	
MNC^	Allied Health Classes only	Varies	Varies	Varies	Varies	Varies	
O	Co-Op Classes only	See Co-Op Staff	See Co-Op Staff	10/31/11	No refund once training plan is signed	11/15/11	
TNC+	Telecourses only	Varies	Varies	Varies	Varies	Varies	

**LAST DAY TO PAY FOR EARLY ENROLLED FALL 2011 CLASSES – AUGUST 12<sup>TH</sup>**  
**LABOR DAY (OFFICES CLOSED/NO CLASSES) – SEPTEMBER 5<sup>TH</sup>**  
**FALL BREAK DAY – NO CLASSES/OFFICES CLOSED – OCTOBER 10<sup>TH</sup>**  
**INSTITUTIONAL DEVELOPMENT DAY (NO CLASSES/OFFICES CLOSED) – OCTOBER 11<sup>TH</sup>**  
**REGISTRATION FOR SPRING 2012 CLASSES BEGINS MONDAY, OCTOBER 24<sup>TH</sup>**  
**McCONNELL CLASSES ONLY – NO CLASSES NOVEMBER 11<sup>TH</sup> (VETERAN’S DAY)**  
**THANKSGIVING BREAK – NOVEMBER 23<sup>RD</sup> THROUGH NOVEMBER 27<sup>TH</sup>**  
**REGISTRATION FOR SUMMER 2012 CLASSES BEGINS MONDAY, NOVEMBER 28<sup>TH</sup>**  
**WINTER BREAK – DECEMBER 21 THROUGH JANUARY 2; OFFICES OPEN JANUARY 3**

**WANT TO MAKE SURE YOU ARE PERSONALLY NOTIFIED IN  
CASE OF A SCHOOL CLOSING OR EMERGENCY?**  
  
**GO TO THE B.E.A.R.S. LINK IN PIPELINE AND SIGN UP FOR  
BUTLER’S EMERGENCY NOTIFICATION SYSTEM!**