



SPRING 2024 ENROLLMENT DATES – UPDATED 12/06/2023

Spring 2024 16-week

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| College Reopens - Staff Returns | Wednesday, January 3, 2024 |
| Saturday Registration | January 6, 2024, 9 am – 12 pm |
| Non-Payment Reports | Wednesday, Jan. 3 – Monday, Jan. 16 |
| Payment Deadline for Spring 16-week and 1 st 8-week | Monday, January 8 by 5 pm |

Non-payment Drops *Monday, January 8 after 5 pm*

Self-Service Online
Student Registration Ends

Monday, January 8 after 5 pm

Late Registration/
Extended Hours

Tuesday, Jan. 9 – Thursday, Jan. 11
8 am – 6 pm

Payment Deadline for
Late Registration

Thursday, January 11 by 6 pm

Non-payment Drops *Thursday, January 11 after 6 pm*

Schedule Changes

Friday, Jan. 12 – Tuesday, Jan. 16

MLK Holiday –
NC Closed

Monday, January 15, 2024

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| Classes Start | Tuesday, January 16, 2024 |
| Payment Deadline for Schedule Changes | Tuesday, January 16 by 5 pm |
| <i>Non-payment Drops</i> | <i>Tuesday, January 16 after 5 pm</i> |
| Restricted Registration -Dean Approval* | Wed., Jan. 17 – Thurs., Jan. 18 |
| Census Date – 1 st 8-week | Tuesday, January 23, 2024 |
| <i>Non-payment Drops- 1st 8-week</i> | <i>Tuesday, January 23 after 5 pm</i> |
| Census Date – 16-week | Wednesday, January 31, 2024 |
| <i>Non-payment Drops- 16-week</i> | <i>Wednesday, January 31 after 5 pm</i> |

***Restricted Registration Guidelines (Wed. Jan. 17 – Thurs., Jan. 18)**

During these dates, the Registrar Team can register students for the following reasons:

- Institutional Errors. Any student registered in error such as two class meeting at the same time should have the schedule corrected.
- Classes that have not started and the student has sufficient time to begin the first day of class
- Online Classes
- Instructional Dean Approval. For face-to-face courses that have met once, Instructional Dean approval will be needed before the Enrollment Team can enter students

Success Coaches, Deans, or Faculty can complete the “Request to Reinstate a Student” online form available on Staff Forms to reinstate a student based on the above reasons.

For student who want to withdraw from a course,

TUITION REFUND POLICY

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| Prior to the semester start date | 100% | All terms |
| During the first 15 class days | 70% | 16-week term |
| During the sixteenth to twentieth class days | 25% | 16-week term |
| After the twentieth-class day | None | 16-week term |
| During the first 8 class days | 70% | 8-week term |
| During the ninth to tenth class day | 25% | 8-week term |
| After the tenth-class day | None | 8-week term |