

Important Dates

SPRING SEMESTER 2010

Begins January 19; ends May 10

November 9Spring registration begins

December 1Deadline to apply for Spring 2010 graduation

January 7Tuition due (pay by 6:30pm to hold your spot in class)

January 19Spring semester begins

January 25Last day to register for full-term Spring classes without signed permission from department or instructor

February 4Tuition due for students who registered Jan. 8 - Feb. 4 (pay by 6:30pm to hold your spot in a class)

March 29–April 4....SPRING BREAK (no classes, college offices open M-F)

April 1Deadline to apply for Summer 2010 graduation

April 5Summer 2010 registration begins

May 82009/2010 graduation ceremony

May 10Spring semester ends

June 1Summer 2010 term begins

June 14Fall 2010 registration begins

Bookstore Charges for Financial Aid Students

May be arranged January 6 - February 5.

FACTS PAYMENT PLAN LAST DAY TO ENROLL IN FACTS PAYMENT PLAN ONLINE	REQUIRED DOWN PAYMENT	NUMBER OF PAYMENTS	MONTHS OF PAYMENTS
December 3	None	5	Dec-Apr
December 14	25%	4	Jan-Apr
January 7	50%	3	Feb-Apr
February 4	50%	2	Mar-Apr

Tuition Due Dates:

It is your responsibility to pay your account in full at the cashier's office or online or to set up a FACTS payment plan online before the scheduled due date listed in the "Important Dates" section.

Schedule Adjustments:

It is your responsibility to drop or withdraw from a class that you decide not to take. You WILL NOT be dropped for non-attendance. If you have a FACTS payment plan, it is your responsibility to contact the cashier's office at least two days before your scheduled payment if you add or drop a class to revise your FACTS agreement.

Students who are registered but do not attend must withdraw from each course no later than the withdraw date or receive an "F" grade in each course.

Waitlists:

If you are put on a waitlist for a class, verify your schedule by the refund date. Drop the course by the refund date if you decide not to take the course.

*Refund Date:

Last day to officially drop a class (on the Web or in person) and qualify for a tuition refund. This date varies with class start and end dates. The refund date is the final date to make changes to your schedule without financial and COF charges. (Your COF account will be deducted and you will be charged tuition for any class withdrawal after this date.)

Bookstore refunds are allowed within seven (7) days from the first day of class for full-term classes, and within five (5) days from the first day of class for short-session classes.

**Withdraw Date:

Last day to officially withdraw from a class and receive a "W" grade (no refund). Non-attendance without an official withdrawal will result in a failing grade. A "W" grade does not calculate in the GPA.

***Audit Grades:

The COF stipend does not cover audit grades. If you decide to change your course to an Audit, you will be required to pay the COF share of the tuition. You must request an audit by the refund date.

IMPORTANT INFORMATION	DROP DEADLINE*	WITHDRAW DEADLINE**
Each course has a drop deadline that students must follow. Depending on the length of your course, the deadline could be as early as the first week of class. You can find drop and withdraw dates by logging into MyCommunity Education or from the Enrollment Services Office or your instructor. For your convenience, common dates are shown below. If your class does not fit into one of these categories, please ask for deadlines.	Last day to drop course and receive a refund	Last day to Withdraw from a course to get a "W" grade, no refund
Full-term classes that start the week of January 19 and end the week of May 3	February 4, 2010	April 19, 2010
Full-term CCA Online classes (online classes that begin January 25 and end May 10)	February 9, 2010	April 19, 2010
Full-term CCCOnline courses (classes that start on January 25 and end on May 9)	February 9, 2010	April 19, 2010
Session 2 CCCOnline classes (online classes that begin March 1 and end May 9)	March 10, 2010	April 26, 2010

Extended Hours for Enrollment Services, Cashier, Financial Aid, and Bookstore.

Wednesday, January 6, open until 6:30

Thursday, January 7, open until 6:30

Thursday, January 14, open until 6:30

Note: Drop-in advising ends 30 minutes prior to closing each day

Saturday, January 16, open from 9 - Noon

Tuesday, January 19, open until 6:30

Wednesday, January 20, open until 6:30

Note: Drop-in advising ends 30 minutes prior to closing each day