

YOU ARE RESPONSIBLE FOR KNOWING THESE DEADLINES!

OFFICE OF THE REGISTRAR – SPRING 2012 SEMESTER DEADLINES

All changes to student schedules as well as any other changes to student information are made **only** through the Office of the Registrar, Room 109 in Long Hall.

OFFICE HOURS

Monday, Tuesday, Thursday, Friday.....8:00 a.m. - 4:30 p.m.
Wednesday.....8:30 a.m. - 4:30 p.m.

You must make all changes to your schedule during the Drop/Add period. This includes dropping courses for which you do not have the prerequisites and adding non-credit courses such as military science or physical education.

SPRING 2012 SEMESTER DEADLINES

You will find instructions for all registration processes online at <http://www.lycoming.edu/registrar/howto.html>

Drop/Add Period.....January 09 – January 13, 2012
 Last Day to Elect Pass/Fail Option..... January 13,2012
 Last Day to Elect Audit Option..... January 13,2012
Drop/Add Period for 2nd Seven-Week Courses (*for courses with sections ending in "X", ex: PHED 102 AX*).....February 27 – March 2, 2012
Withdrawal Period for Full Semester Courses (Grade of "W").....January 16 – March 19, 2012
Withdrawal Period for Half Semester Courses (Grade of "W")
 First Seven Weeks.....January 16 – February 8 2012
 Second Seven Weeks.....March 5 – April 4, 2012