

## Good afternoon UM Faculty & Staff,

We sent the following reminder a moment ago to all students enrolled in summer classes. You may wish to announce the deadlines applicable for your class, remind advisees, or share this info with your colleagues.

Instructors, please double-check your rosters (Faculty Class List and Waitlist in CyberBear) to make sure all students attending are officially enrolled.

2nd Session Instructors: don't forget - you can still issue digital registration overrides to allow students to register through these dates:

5-Week Session II: Friday, June 30

7-Week Session II: Wednesday, July 12

Other dates for all sessions are linked below.

Thank you!

The Office of the Registrar

#### Dear Students,

Thanks for joining us for Summer Session at UM!

We want to remind you that summer drop and change deadlines approach quickly and vary from session to session. As always, the full dates and deadlines are posted before the start of the semester on the Office of the Registrar's Important Dates and Deadlines Calendar page.

Here are some highlights:

## 10-Week Session

 Thursday, July 27, at 5 p.m. is your last chance to drop or change a 10-Week Session (5/22 - 7/28) class. Use the Course Add/Change/Drop link to collect necessary approvals.

# 7-Week Sessions

- Thursday, June 29, at 5 p.m. is your last chance to drop or change a 7-Week Session 1 (5/15 - 6/30). Use the Course Add/Change/Drop link to collect necessary approvals.
- Wednesday, July 12, at 5 p.m. is your last chance to drop a 7-Week Session II (7/3 - 8/18) class with refunds where applicable. Use the Self-Service Registration link.
- Thursday, August 17, at 5 p.m. is your last chance to drop or change a <u>7-Week Session II (7/3 - 8/18)</u> class. Use the <u>Course Add/Change/Drop</u> <u>link</u> to collect necessary approvals.

### 5-Week Sessions

- Friday, June 30, at 5 p.m. is your last chance to drop a 5-Week Session II (6/26 - 7/28) class with refunds where applicable. Use the Self-Service Registration link.
- Thursday, July 27, at 5 p.m. is your last chance to drop or change a 5-Week Session II (6/26 - 7/28) class. Use the Course Add/Change/Drop

<u>link</u> to collect necessary approvals.

### **Special Session**

- <u>Special Session</u> class dates vary from the 10-Week, 7-Week, and 5-Week session dates listed above.
- <u>Special Session</u> classes must be dropped on CyberBear by 5 p.m. on the second day of instruction in order to receive a refund where applicable. Use the Self-Service Registration link.
- <u>Special Session</u> classes must be dropped or changed no later than the second-to-last day of instruction. Use the <u>Course Add/Change/Drop</u> <u>link</u> to collect necessary approvals.

#### Remember:

# Requests May Be Denied

Your request will take time to review and could be denied by your instructor, adviser or dean, which may change your plan for finals.

Per <u>University policy</u>, students may only drop courses for exceptional circumstances after a set date in the term. This date is equivalent to the 45th day of instruction during a regular term. The set dates are specific to the summer session and are found on each session's registration deadline chart. Be sure to discuss your request with your instructor, adviser, and/or dean immediately.

- If you have not paid/finalized your registration bill and you wish to cancel your entire summer class registration, email <u>registration@umontana.edu</u> from your UM email account. Include your 790 number.
- You can't drop your only/last summer class on CyberBear. To do so, submit a <u>Semester Withdrawal form</u> for partial refunds where applicable. For refund questions, review the <u>semester withdrawal refunds page</u>. For further assistance, call Student Accounts at 406-243-2223.
- Students who recently registered for late session classes must pay their registration bill by July 12. More information from Student Accounts/Business Services is online.

Check out the <u>Summer Dates & Deadlines</u> page and deadlines charts for all registration deadlines and procedures.

Need help determining which session your class falls into? Give us a call at 406-243-5600 or email <a href="mailto:registration@umontana.edu">registration@umontana.edu</a>. We are available Monday through Friday from 8 a.m. to 5 p.m. (MST) all summer long.

Sincerely,

The Office of the Registrar

# Office of the Registrar

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