

Autumn 2023 Registration Deadlines

12 Week Session: September 18 – December 15, 2023

Most Common Registration Actions

Go to **CyberBear** → Student Services → then choose the corresponding link as listed below.

	Through September 18	September 19 – October 3 October 6	October 4 October 7 – November 6	November 7 – December 8	December 9 & Beyond
Instructional Days	Through Day 1	Day 2 – 12 15	Day 13 16 – 36	Day 37 – Last Class Day	After Last Day
Add a Course¹	Registration → Register for Classes Some courses require permission. Contact the instructor to request a digital Registration Override	Course Add Change Drop link Instructor + Advisor approval	Course Add Change Drop link Instructor + Advisor approval + \$20.00 fee		Only to fix registration errors (see Registrar's Office)
Drop a Course² (to drop all/your only course, you must withdraw)	Registration → Register for Classes	Email registration@umontana.edu to request	Course Add Change Drop link Instructor + Advisor approval + W on transcript + \$20.00 fee & no refund	Course Add Change Drop link Instructor + Advisor + Dean approval + WP or WF on transcript + \$20.00 fee & no refund	Not permitted
Credit/No Credit Grading³ (change to or from)	Registration → Register for Classes Register for course then choose Schedule and Options tab	Email registration@umontana.edu to request	Course Add Change Drop link Instructor + Advisor approval		Not permitted

Note: Academic advisor signatures are not required for graduate students or post-baccalaureate students.

September 4, November 10, and November 22-24, 2023 are holidays. December 12 – 15, 2023 is designated for final exams.

Updated 9/27/2023 to accommodate CyberBear outage– adjustments are highlighted and/or crossed out

¹ Any student not registered for at least one credit by 9/18/23 must email registration@umontana.edu to review your options. Approval of late enrollment is not guaranteed. Students who were registered and cancelled due to non-payment must instead contact [Student Account Services](#) to complete payment if they wish to have their class registration reinstated by 10/6/23.

² 12 Week Session courses dropped after ~~10/3/23~~ **10/6/23** result in a “W”, “WP”, or “WF” on the student’s transcript, do not generate a refund, and may affect financial aid eligibility. To withdraw from the entire semester, review the [withdrawal webpage](#) and submit a semester withdrawal form.

³ Many courses do not allow grade option changes; check the course syllabus for grade options. Instructors cannot change the available grade options after ~~10/3/23~~ **10/6/23** for this session.



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Less Common Registration Actions

Go to **CyberBear** → Student Services → then choose the corresponding link as listed below.

	Through September 18	September 19 – October 3 October 6	October 4 October 7 – December 8	December 9 & Beyond
Instructional Days	Through Day 1	Day 2 – 12 15	Day 13 16 – Last Class Day	After Last Day
Switch Sections⁴	Registration → Register for Classes Some courses require permission. Contact the instructor to request a digital Registration Override	<u>Course Add Change Drop link</u> Both instructors' approval	<u>Course Add Change Drop link</u> Both instructors' approval	Only to fix registration errors (see Registrar's Office)
Adjust Variable Credit Load (variable credit courses only)	Registration → Register for Classes Register for course then choose Schedule and Options tab	Email registration@umontana.edu to request	<u>Course Add Change Drop link</u> Instructor + Advisor approval	Not permitted
Audit (change to or from)	Registration → Register for Classes⁵ Register for course then choose Schedule and Options tab	Email registration@umontana.edu to request	Not permitted	

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For assistance or questions about registration deadlines, please contact us at:

Office of the Registrar | 623 Aber Hall | Missoula, Montana

t: (406) 243-5600 | w: umt.edu/registrar | e: registration@umontana.edu

⁴ After ~~10/3/23~~ **10/6/23** students cannot use the Switch Sections procedure to trade to a section that has not yet started. Email the Registrar's Office for details.

⁵ Email registration@umontana.edu from your student email account to request the change to or from audit if the change cannot be made in CyberBear.