

Autumn 2023 Registration Deadlines 6 Week Session I: August 28 – October 6, 2023 Most Common Registration Actions

Go to CyberBear \rightarrow Student Services \rightarrow then choose the corresponding link as listed below.

	Through August 30	August 31 – September 5	September 6 – September 18	September 19 – September 21	September 22 – October 5	October 6 & Beyond
Instructional Days	Through Day 3	Day 4 – 6	Day 7 – 15	Day 16 – 18	Day 19 – Last Class Day	After Last Day
Add a Course¹	Registration → Register for Classes Some courses require permission. Contact the instructor to request a digital <u>Registration Override</u>	<u>Registra</u> Regis	ctor to request a digital tion Override tration → r for Classes	<u>Course Add Change Drop link</u> Instructor + Advisor approval + \$20.00 fee		Only to fix registration errors (see Registrar's Office)
Drop a Course ² (to drop all/your only course, you must <u>withdraw</u>)	Registration → Register for Classes		Course Drop PDF form Instructor + Advisor approval + W on transcript + \$20.00 fee & no refund	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 Grading ³ (change to or from)	Registration → Register for Classes Register for course then choose <u>Schedule and Options</u> tab			<u>Course Add Change Drop link</u> Instructor + Advisor approval		Not permitted

Note:

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

September 4, 2023 is a holiday. October 6, 2023 is designated for final exams. These are not counted in the instructional/class days listed above.

¹ Any student not registered for at least one credit **by 9/18/23** must email <u>registration@umontana.edu</u> to review your options. Approval of late enrollment is not guaranteed. Students who were registered and cancelled due to non-payment must instead contact <u>Student Account Services</u> to complete payment if they wish to have their class registration reinstated by **10/6/2023**.

² 6 Week Session I Courses dropped **after 9/5/23** 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 <u>withdrawal webpage</u> 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 **9/5/23** for this session. *PoT D*



Autumn 2023 Registration Deadlines

6 Week Session I: August 28 – October 6, 2023

Less Common Registration Actions

Go to CyberBear \rightarrow Student Services \rightarrow then choose the corresponding link as listed below.

	Through September 5	September 6 – September 18	September 19 – October 5	October 6 & Beyond	
Instructional Days	Through Day 6	Day 7 – 15	Day 16 – Last Class Day	After Last Day	
Switch Sections ⁴	Registration → Register for Classes Some courses require permission. Contact the instructor to request a digital <u>Registration Override</u>	To add, contact the instructor to request a digital <u>Registration Override</u> Registration → Register for Classes To drop, email <u>registration@umontana.edu</u>	<u>Course Add Change Drop link</u> Both instructors' approval	Only to fix registration errors (see Registrar's Office)	
Adjust Credit Load (variable credit courses only)	Registration → Register for Classes Register for course then choose <u>Schedule and Options</u> tab		<u>Course Add Change Drop link</u> Instructor + Advisor approval	Not permitted	
Audit (change to or from)	Registratio Register for C Register for course then choose	Classes⁵	Not permitted		

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

September 4, 2023 is a holiday. October 6, 2023 is designated for final exams. These are not counted in the instructional/class days listed above.

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: <u>umt.edu/registrar</u> | e: <u>registration@umontana.edu</u>

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

PoT D

⁴ After **9/5/23** students cannot use the Switch Sections procedure to trade to a section that has not yet started. Email the Registrar's Office for details.