

FREQUENTLY ASKED QUESTIONS

WHAT ARE THE SEMESTER DATES?

Jan 19 to May 15. A few courses have special start dates (check individual course listings for these).

HOW DO I APPLY FOR ADMISSION, AND WHAT IS THE DEADLINE FOR APPLYING?

See admission information on pp 5 & 6 and the application form on pp 7 & 8.

I HAVE ALREADY BEEN ADMITTED. HOW DO I REGISTER FOR CLASSES?

You will register using the WEB registration system, see pp 9 & 10 for specific instructions. New freshmen and transfer students must attend orientation before registering, see p 23.

WHEN CAN I REGISTER?

You will be mailed an Invitation to Register, and this will give you your date and time of your registration. It will also give you your PIN (your personal identification number). **IMPORTANT:** You will need this number to register on the web. See p 5 for application dates and deadlines and p 9 for registration instructions. New freshmen and transfer students must attend orientation before registering. web.uccs.edu/orientation.

WHAT IS THE PAYMENT POLICY?

If you register by 5:00 pm January 8, 2010, you are required to pay in full or enroll in a payment plan by January 8, 2010. If you register after 5:00 pm, January 8, 2010, payment in full or a

\$335 Pre Payment is due **before** registering. This includes a \$35 non-refundable deferred payment fee. See pages 15 - 17 for details.

WHAT IF I DROP A COURSE BUT AM STILL ENROLLED IN OTHER COURSES? WILL I GET A REFUND?

Yes, if you drop by the February 3 deadline. No drop refunds after this date. See p 4.

WHAT IF I WITHDRAW FROM SCHOOL COMPLETELY? WILL I RECEIVE AN ADJUSTMENT AGAINST MY TOTAL BILL?

Yes, less non-refundable fees if you withdraw by February 3 (100% adjustment), or by February 12 (80% adjustment), or by February 26 (60% adjustment). No adjustments after this date. See p 12 for details.

WHAT IF I NEED ACADEMIC ADVISING?

You can get academic advising at the Student Success Center, Main Hall, room 208 (719-255-3260). New students also attend a required Orientation session before the semester begins. See Student Success Center under Student Resources section for more information.



SPRING SEMESTER 2010 - REFUND DEADLINES

- FEB 3** • 100% adjustment if **ALL** courses are dropped by this date.
 - 100% if individual courses are dropped by this date.

NO refunds for dropped courses after this date

- FEB 12** • 80% adjustment if **ALL** courses are dropped (withdrawn) by this date.

- FEB 26** • 60% adjustment if **ALL** courses are dropped (withdrawn) by this date.
 - NO** refunds for complete withdrawal from the University after this date.

Use the Web registration system to drop courses through **FEB 3**. See the instructions on page 10 of the Schedule of Courses.

After **FEB 3** and through **April 2**, instructor approval must be obtained on a Course Change form to drop a course.

After **FEB 3**, Withdrawals must be initiated at the Admissions and Records Office.

NOTE: Special academic and financial deadlines apply to short courses (those that meet fewer than 8 weeks in the summer or 16 weeks in the fall or spring). Refer to Short Course Refund Deadline section for specific details.