

Academic Policies, Procedures, and Regulations **Archived Calendars** Certificate Registration Course Credits Engineering Students Enrolment Policies Forms and Documents Glossary of Chang School Terms Grade Appeals Grade Point Averages Graduation Important Dates Letters of Permission Non-Tuition Related Fees and Service Charges Student Records

Withdrawals

Important Dates

Fall 2023 Winter 2024 Spring/Summer 2024

Here are the important dates for The Chang School's Fall 2023 term. Please note that these dates may not apply to all courses. Consult individual course listings for the most up-to-date information

Unless otherwise noted, dates apply to both Classroom and Online (including virtual) courses.

Courses that begin between July 2, 2023 and November 1, 2023 are part of the Fall 2023 academic term. Courses typically start the week of September 11, 2023 and end the week of December 11, 2023.

Certificate Registration

Deadline for certificate registration

October 31, 2023

- Registrations received after the deadline will apply to the Winter 2024 term.
 Course enrolment is not affected by the certificate registration deadline.
- Need more information? Visit <u>Certificate Registration</u>.

Enrolment Deadlines

June 5, 2023

Open enrolment ends:

Data Analytics, Big Data, and Predictive Analytics and Practical

Data Science and Machine Learning courses (excludes CIND 820 -

Big Data Analytics Project)

September 22, 2023

Single-term and multi-term courses Week-long intensive courses

First day of your course

Microcredentials

Two calendar days before the

All other course types

Before the beginning of the

- . Enrolment for Fall 2023 courses remains open, until the noted deadlines, as long as there is space available. Enrol early to secure your spot.
- . Need more information? Visit How to Enrol in a Course.

Course Transfer Deadlines

Data Analytics, Big Data, and Predictive Analytics and Practical Data Science and Machine Learning courses (excludes <u>CIND 820 - Big</u> Data Analytics Project)	September 15, 2023
Single-term and multi-term courses	September 22, 2023
Week-long intensive courses	First day of your course
Microcredentials	No transfers permitted
All other course types	Before the beginning of the third class of your course

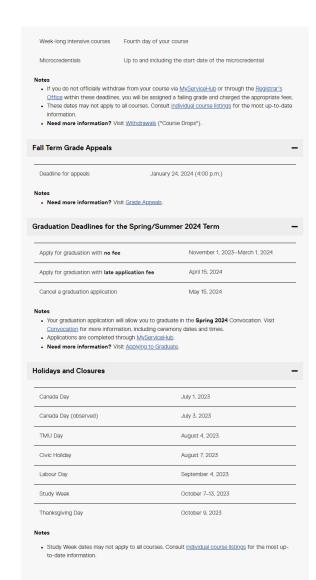
Notes

intensive courses

- $\bullet \ \ \text{These dates may not apply to all courses. Consult } \underline{\text{individual course listings}} \ \text{for the most up-to-date}$
- Need more information? Visit Withdrawals ("Course Swaps").

Course Withdrawal and Refund Deadlines

100% refund ocredential start date For example, if your course starts on Wednesday, September 13, you must withdraw no later than Wednesday, September 50% refund: Courses of 39 hours or more 21 days after the course start date in duration Courses of 31-38 hours in duration After the 100% refund deadline but before the second class of your course Courses of 30 hours or fewer No refund after the 100% refund deadline No refund after the 100% refund deadline Week-long intensive courses Second day of your course Multi-term courses After the 100% refund deadline but before the **eighth** class of Good Academic Standing, no refund: All courses except week-long November 17, 2023



The G. Raymond Chang School of Continuing Education, Toronto Metropolitan University

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Important Dates

Fall 2023 Winter 2024 Spring/Summer 2024

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Unless otherwise noted, dates apply to both Classroom and Online (including virtual) courses.

Courses that begin between November 2, 2023 and February 1, 2024 are part of the Winter 2024 academic term. Courses typically start the week of January 15, 2024 and end the week of April 15, 2024.

Certificate Registration

Deadline for certificate registration

January 31, 2024

- Registrations received after the deadline will apply to the Spring/Summer 2024 term.
 Course enrolment is not affected by the certificate registration deadline.
- Need more information? Visit <u>Certificate Registration</u>.

Enrolment Deadlines

Open enrolment starts (all courses)	August 7, 2023
Open enrolment ends:	
<u>Data Analytics</u> , <u>Big Data</u> , <u>and Predictive Analytics</u> and <u>Practical Data Science and Machine Learning</u> courses	January 19, 2024
Single-term and multi-term courses	January 26, 2024
Week-long intensive courses	First day of your course
Microcredentials	Two calendar days before the microcredential start date
All other course types	Before the beginning of the third class of your course

- Enrolment for Winter 2024 courses remains open, until the noted deadlines, as long as there is space available. Enrol early to secure your spot.
- Need more information? Visit How to Enrol in a Course.

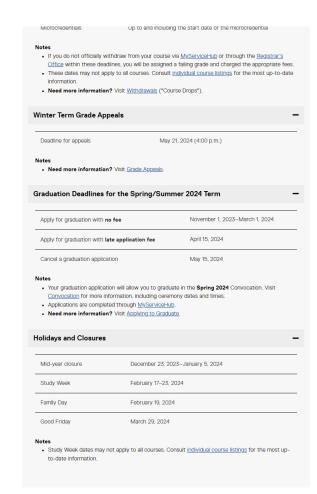
Course Transfer Deadlines

Data Analytics, Big Data, and Predictive Analytics and Practical Data Science and Machine Learning courses	January 19, 2024
Single-term and multi-term courses	January 26, 2024
Week-long intensive courses	First day of your course
Microcredentials	No transfers permitted
All other course types	Before the beginning of the

- $\bullet \ \ \text{These dates may not apply to all courses. Consult } \underline{\text{individual course listings}} \ \text{for the most up-to-date}$
- Need more information? Visit <u>Withdrawals</u> ("Course Swaps").

Course Withdrawal and Refund Deadlines

100% refund	Five business days before the course or microcredential start date For example, if your course starts on Tuesday, January 16, you must withdraw no later than Tuesday, January 9.
50% refund:	
Courses of 39 hours or more in duration	21 days after the course start date
Courses of 31-38 hours in duration	After the 100% refund deadline but before the second class of your course
Courses of 30 hours or fewer	No refund after the 100% refund deadline
Microcredentials	No refund after the 100% refund deadline
Week-long intensive courses	Second day of your course
Multi-term courses	After the 100% refund deadline but before the eighth class of your course
Good Academic Standing, no ref	fund:
All courses except week-long intensive courses	March 28, 2024
Week-long intensive courses	Fourth day of your course







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Withdrawals

Important Dates

Fall 2023 Winter 2024 Spring/Summer 2024

Here are the important dates for The Chang School's Spring/Summer 2024 term. Please note that these dates may not apply to all courses. Consult individual course listings for the most up-to-date information.

Unless otherwise noted, dates apply to both Classroom and Online (including virtual) courses

Courses that begin between February 2, 2024 and July 1, 2024 are part of the Spring/Summer 2024

- . Spring/Summer courses typically start the week of May 6, 2024 and end the week of August 5, 2024.
- Spring courses typically start the week of May 6, 2024 and end the week of June 17, 2024.
- . Summer courses typically start the week of June 24, 2024 and end the week of August 5, 2024.

Certificate Registration

Deadline for certificate registration

June 30, 2024

Notes

- Registrations received after the deadline will apply to the Fall 2024 term.
- . Course enrolment is not affected by the certificate registration d
- Need more information? Visit <u>Certificate Registration</u>.

Enrolment Deadlines

Early Spring courses (courses that begin in

December 11, 2023

All other Spring/Summer courses

February 5, 2024

Open enrolment ends:

Courses that begin the week of May 6 and run for

Courses that begin the week of May 6 and run for

May 10, 2024 June 28, 2024

Courses that begin the week of June 24 and run

First day of your course

Microcredentials

Two calendar days before the

All other course types

Week-long intensive courses

Before the beginning of the third class of

- Enrolment for Spring/Summer 2024 courses remains open, until the noted deadlines, as long as there is space available. Enrol early to secure your spot
- Need more information? Visit How to Enrol in a Course.

Course Transfer Deadlines

Courses that begin the week of May 6 and run for 13 weeks	May 17, 2024
Courses that begin the week of May 6 and run for 7 weeks	May 10, 2024
Courses that begin the week of June 24 and run for 7 weeks	June 28, 2024
Week-long intensive courses	First day of your course
Microcredentials	No transfers permitted
All other course types	Before the beginning of the third class of your course

- These dates may not apply to all courses. Consult <u>individual course listings</u> for the most up-to-date information.
- Need more information? Visit <u>Withdrawals</u> ("Course Swaps").

Course Withdrawal and Refund Deadlines

100% refund Five business days before the course or microcredential start date For example, if your course starts on Monday, May 6, you must withdraw no later than Monday, April 29

Courses that begin the week of May 6 and run for 13 weeks

21 days after the course start date

Courses that begin the week of May 6 and run for 7 weeks

10 days after the course start date

Courses that begin the week of June 24 10 days after the course start date and run for 7 weeks Courses of 31-38 hours in duration After the 100% refund deadline but before the second class of your course Courses of 30 hours or fewer No refund after the 100% refund deadline Microcredentials No refund after the 100% refund deadline Week-long intensive courses Second day of your course CDPB 999 - Publishing Intensive, or Before the end of the fourth day of your course CKME 995 - Data Analytics Fast Track -Option 1 Good Academic Standing, no refund: Courses that begin the week of May 6 and run for 13 weeks Courses that begin the week of May 6 and run for 7 weeks May 31,2024 Courses that begin the week of June 24 July 12, 2024 and run for 7 weeks Week-long intensive courses Fourth day of your course Microcredentials Up to and including the start date of the microcredential Notes If you do not officially withdraw from your course via <u>MyServiceHub</u> or through the <u>Registrar's</u>
 Office within these deadlines, you will be assigned a failing grade and charged the appropriate fe • These dates may not apply to all courses. Consult <u>individual course listings</u> for the most up-to-date • Need more information? Visit $\underline{\text{Withdrawals}}$ ("Course Drops"). Spring/Summer Term Grade Appeals

September 5, 2024 (4:00 p.m.) Need more information? Visit Grade Appeals. Graduation Deadlines for the Fall 2024 Term

June 1-July 31, 2024 Apply for graduation with no fee Apply for graduation with late application fee August 15, 2024 Cancel a graduation application September 19, 2024

Civic Holiday

- Your graduation application will allow you to graduate in the Fall 2024 Convocation. Visit <u>Convocation</u> for more information, including ceremony dates and times.
- Applications are completed through MyServiceHub.
 Need more information? Visit Applying to Graduate.

Holidays and Closures Victoria Day May 20, 2024 Canada Day July 1, 2024 TMU Day August 2, 2024

August 5, 2024

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