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

Withdrawals

### **Important Dates**

Fall 2024 Winter 2025 Spring/Summer 2025

Here are the important dates for The Chang School's Fall 2024 term. Please note that these dates may not apply to all courses. Consult <u>inclividual course listings</u> 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, 2024 and November 1, 2024 are part of the Fall 2024 academic term. Courses typically start the week of September 9, 2024 and end the week of December 9, 2024.

## Certificate Registration Deadline for certificate registration

October 31, 2024

- . Registrations received after the deadline will apply to the Winter 2025 term.
- Course enrolment is not affected by the certificate registration deadline
   Need more information? Visit Certificate Registration.

-	infolment Deadlines	_
	Open enrolment starts (all courses)	June 5, 2024
	Open enrolment ends:	
	Single-term and multi-term courses (with a start date of the week of September 2nd)	September 13, 2024
	Single-term and multi-term courses (with a start date of the week of September 9th)	September 20, 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 <b>third</b> class of your course

- Enrolment for Fall 2024 courses remains open, until the noted deadlines, as long as there is space available. Enrol early to secure your spot.
- For post-graduate courses in <u>Poople Analytics</u> and <u>Program Evaluation</u>, check your course page for specific details about enrolment deadlines.

  Need more information? Visit <u>How to Errol in a Course</u>.

ourse Transfer Deadlines		-
Data Analytics, Big Data, and Predictive Analytics and Practical Data Science and Machine Learning courses (excludes CIND 820 - Big Data Analytics Project)	September 13, 2024	
Single term and multi-term courses	Sontombor 20, 2024	

Single-term and multi-term courses	September 20, 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 <b>third</b> class of your course

- These dates may not apply to all courses. Consult <u>individual course listings</u> 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 start date **or** microcredential start date

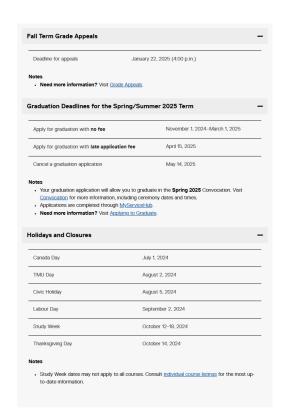
For example, if your course starts on Wednesday, September 11, you must withdraw no later than Wednesday, September 50% refund: Courses of 39 hours or more 21 calendar days after the course start date in duration Courses of 31-38 hours in After the 100% refund deadline but before the **second** class 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 Prior to the 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 15, 2024

Week-long intensive courses Fourth day of your course

Microcredentials Up to and including the start date of the microcredential

- If you do not officially withdraw from your course via <a href="McServiceHub">McServiceHub</a> or through the <a href="Begistraris">Begistraris</a> ortho; within these deadlines, you will be assigned a falling grade and charged the appropriate fees.

  These dates may not apply to all courses. Consult <a href="mailto:mdv.dual.course.listings">mdv.dual.course.listings</a> for the most up-to-date
- Need more information? Visit  $\underline{\text{Withdrawals}}$  ("Course Drops").







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Withdrawals

### **Important Dates**

Fall 2024	Winter 2025	Spring/Summer 202

Here are the important dates for The Chang School's Winter 2025 term. Please note that these dates may not apply to all courses. Consult <u>individual course listings</u> for the most up-to-date information.

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

Courses that begin between November 2, 2024 and February 1, 2025 are part of the Winter 2025 academic term. Courses typically start the week of January 13, 2025 and end the week of April 14, 2025.

### Certificate Registration Deadline for certificate registration January 31, 2025

- Registrations received after the deadline will apply to the Spring/Summer 2025 term.
   Course enrolment is not affected by the certificate registration deadline.
   Need more information? Visit Cortificate Registration.

Open enrolment starts (all courses)	August 7, 2024
Open enrolment ends:	
Single-term and multi-term courses (with a start date of the week of January 6th)	January 17, 2025
Single-term and multi-term courses (with a start date of the week of January 13th)	January 24, 2025
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 <b>third</b> cla of your course

- Enrolment for Winter 2025 courses remains open, until the noted deadlines, as long as there is
- Entonment for writer 2222 Courses remains open, until the roton destinates, as high as there is space available. Error early to secure your spot.
   For post-graduate courses in Psociae Analytics and Program Evaluation, check your course page for specific details about erroriment dedictines.
   Need more information? Visit How to Error In a Course.

ourse Transfer Deadlines	
Single-term and multi-term courses (with a start date of the week of January 6th)	January 17, 2025
Single-term and multi-term courses (with a start date of the week of January 13th)	January 24, 2025
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 <b>third</b> class of your course

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

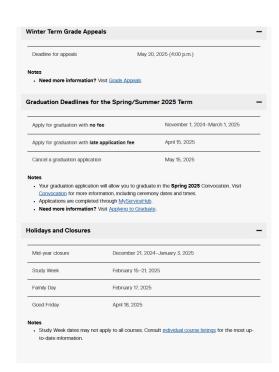
100% refund	Five business days before the course or microcredential start date For example, if your course starts on Tuesday, January 14, you must withdraw no later than Tuesday, January 7.
50% refund:	· · ·
Courses of 39 hours or more in duration	21 calendar days after the course start date
Courses of 31-38 hours in duration	After the 100% refund deadline but before the <b>second</b> 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	Prior to the second day of your course
Multi-term courses	After the 100% refund deadline but before the <b>eighth</b> class of your course
Good Academic Standing, no refund:	
All courses except week-long intensive courses	March 28, 2025
Week-long intensive courses	Fourth day of your course
Microcredentials	Up to and including the start date of the microcredential

otes

If you do not officially withdraw from your course via <a href="https://ex/useHub">https://ex/useHub</a> or through the <a href="https://ex/useHub">https://ex/useHub</a> or through the <a href="https://ex/useHub</a> or through the appropriate fees.

These dates may not apply to all courses. Consult <a href="https://ex/useHub</a> or the most up-to-date.

• Need more information? VIsit Withdrawals ("Course Drops").



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Withdrawals

### **Important Dates**

Fall 2024 Winter 2025 Spring/Summer 2025

Here are the important dates for The Chang School's Spring/Summer 2025 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, 2025 and July 1, 2025 are part of the Spring/Summer 2025

- Spring/Summer courses typically start the week of May 5, 2025 and end the week of August 4, 2025.
- Spring courses typically start the week of May 5, 2025 and end the week of June 16, 2025.
   Summer courses typically start the week of June 23, 2025 and end the week of August 4, 2025.

Certificate Registration Deadline for certificate registration June 30, 2025

- Registrations received after the deadline will apply to the Fall 2025 term.
   Course enrolment is not affected by the certificate registration deadline.
   Need more information? Visit Certificate Registration.

Enrolment Deadlines	
Open enrolment starts:	
Early Spring courses (courses that begin in February and March)	December 11, 2024
All other Spring/Summer courses	February 5, 2025
Open enrolment ends:	
Courses that begin the week of May 5 and run for 13 weeks	May 16, 2025
Courses that begin the week of May 5 and run for 7 weeks	May 9, 2025
Courses that begin the week of June 23 and run for 7 weeks	June 27, 2025
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 <b>third</b> class of your course

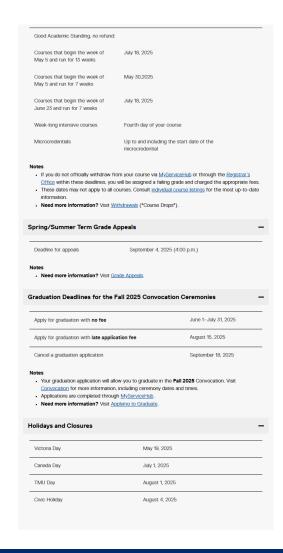
- Enrolment for Spring/Summer 2025 courses remains open, until the noted deadlines, as long as there is space available. Enrol early to secure your spot.
   For post-graduate courses in <u>Propical Analytics and Program Evaluation</u>, check your course page for specific details about errolment deadlines.
   Need more information? Visit <u>How to Enrol in a Course</u>.

Courses that begin the week of May 5 and run for 13 weeks	May 16, 2025
Courses that begin the week of May 5 and run for 7 weeks	May 9, 2025
Courses that begin the week of June 23 and run for 7 weeks	June 27, 2025
Week-long intensive courses	First day of your course
Microcredentials	Two calendar days before the microcredent start date
All other course types	Before the beginning of the <b>third</b> 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 <b>or</b> microcredential start date For example, if your course starts on Monday, May 5, you must withdraw no later than Monday, April 28.
50% refund:	
Courses that begin the week of May 5 and run for 13 weeks	21 calendar days after the course start date
Courses that begin the week of May 5 and run for 7 weeks	10 calendar days after the course start date
Courses that begin the week of June 23 and run for 7 weeks	10 calendar days after the course start date
Courses of 31-38 hours in duration	After the 100% refund deadline but before the <b>second</b> 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



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