

## IMPORTANT FALL 2009 DATES & DEADLINES

**\*\*\* In-state student's enrollment will not be canceled for non-payment. It is the student's responsibility to drop their classes if they do not plan to attend. \*\*\***

### **1. TUITION AND FEE PAYMENT DEADLINE - Friday, August 14, 2009**

**State Residents:** Payment in full must be received by the Cashiers' Office (CN 107) by 5:00 p.m. or a 4% service charge will be assessed on the outstanding balance. Financial aid students can avoid service charges by making sure aid is awarded. Apply and authorize the use of the COF stipend towards your tuition before payment deadline to avoid service charges on the state paid portion of your tuition. For information go to [www.mscd.edu](http://www.mscd.edu) under Current Students-Financial Aid, click on the College Opportunity Fund.

**Non-Residents:** Payment in full must be received by the Cashiers' Office (CN 107) by 5:00 p.m. or a payment contract must be filed with the Office of Student Accounts' (CN 110). Otherwise, your registration will be canceled.

**Sponsorship:** Sponsor documents are due in the Office of Student Accounts' (CN 110) or student is responsible for all applicable service charges.

### **2. REFUND POLICY FOR DROPPING FULL TERM COURSE(S)**

**For 100% credit** of tuition and fees:

Monday, March 30, 2009 - Sunday, August 23, 2009

**For 50% credit** of tuition, 100% credit of fees:

Monday, August 24, 2009 -Tuesday, September 01, 2009

If you drop a course and then register for another course during the 50% drop refund period, and the transaction does not result in a net reduction in credit hours, no penalty will be assessed.

**NO tuition and fee credit will be available after Tuesday, September 01, 2009.** If you withdraw and add courses, you will be charged full tuition and fees for the course(s) withdrawn from and full tuition and fees for the course(s) added.

#### **REFUND POLICY FOR PART-OF-TERM CLASSES**

The drop dates are different for part-of-term classes. If you have any number other than 1 under the first column (titled P) of your statement, you have a part-of-term class. For specific refund dates for part-of-term classes, contact the Office of Student Accounts (CN 110) at 303-556-6188.

### **3. HEALTH INSURANCE DEADLINE - (10 credit hrs or more)-Tuesday, September 01, 2009**

**LAST DAY TO WAIVE OR REINSTATE THE MANDATORY STUDENT HEALTH INSURANCE.** For insurance questions please call the Student Health Center (PL 150) 303-556-3873. Students enrolled for 10 credit hours or more will be automatically enrolled in the MSCD Student Health insurance program unless they certify that they are currently covered by a comparable health plan that meets the MSCD Health Insurance Waiver Standards. If a student withdraws with no credit (N/C) from a class prior to the Health Insurance waiver deadline, the withdrawn credit hours are counted toward the Health Insurance assessment. **Students who complete a waiver form during the Fall 2009 term do not need to fill out a new waiver for the Spring or Summer 2010 terms.** For more information on how to waive the College insurance, please go to: