

Important Registration Activities Dates and Deadlines

Activity	Fall 2013	What You Need to Know or Do
PRIORITY REGISTRATION Continuing Students: By Scheduled Appointments & Open Enrollment Period New Students: By Summer Orientation Only By Scheduled Appointments	April 15–May 24, 2013 June 11–July 23 July 29–July 31	<p>Continuing Students — Your enrollment appointment will be posted in your Student Center prior to the start of registration. You may make changes to your class schedule until the priority period ends. Plan your course of study prior to your enrollment appointment by meeting with your department advisor and an academic advisor in Academic Advising Programs. Check your Student Center for holds or fees due. Holds may be placed at any time and can restrict registration activity or financial aid.</p> <p>New Students — Participate in Summer Orientation for academic advising and registration of courses. Participants receive earliest possible access to registration.</p> <p>See “The Step-By-Step Guide to Registration” on the Chico Web.</p>
Registration and Tuition Fee Payment Deadline	Fee Payment Due Date(s) Below:	
Registration: April 15–July 31	July 31, 2013	<p>All Students: Your registration and tuition fee payment must be received by the due date that corresponds with your registration date or your classes will be dropped.</p> <p>Financial Aid Students: You must pay any difference between your pending financial aid and your registration and tuition fees by the date that corresponds with your registration date. Review the “Using Your Aid to Pay Charges” video for help. You will not be allowed to add classes during the Course Add/Drop Period if registration and tuition fees are not paid.</p>
Registration: August 5–16	August 16, 2013	
Registration: August 17–September 6	Immediately	
Open Registration Add/Drop Period for All Students	August 5–September 6, 2013	Use this period for late registration and to add or drop classes. To add classes, you must have paid fees or have sufficient pending financial aid to pay fees. Use the Class Add and Drop Request process to add courses which require permission to register or follow department procedures. All other courses may be added or dropped using the Class Add and Drop Request Process . If you are dropping all classes, see the Withdrawal Procedures or go to the Office of the Registrar (SSC 110) for help.
Wildcat Welcome Week Activities	August 21–25, 2013	Participate in a wide range of orientation activities and events for new freshmen and transfer students. The mandatory welcome and department meetings for new students are held the Friday before school starts.
Financial Aid Disbursement	August 22, 2013	First financial aid disbursement for Fall 2013.
Drop Deadline For Full Financial Credit	August 25, 2013 October 28 is the final deadline to receive pro-rata refund for financial credit	You must drop all your classes before the first day of classes to receive a full refund of registration, tuition fee and non-resident tuition (less a \$5 administrative fee). Classes dropped after this date but by the final deadline will receive a pro-rata refund of fees and non-resident tuition. Classes dropped after the final deadline will not receive any financial credit for refund. See Fees, Tuition, Credit and Refunds .
First Day of Classes	August 26, 2013	Attend all classes in which you are enrolled or which are on your wait list. Faculty have the right to disenroll students who do not attend to make room for students who wish to enroll.
End of Course Add/Drop Period (weeks 1 and 2 of term)	September 6, 2013	This is the last day to add or drop classes using your Student Center. After this date you must have instructor or department approval to add or drop. See the Class Add and Drop Request Process on the Student Records and Registration website for additional information. You are financially responsible for any classes in which you are enrolled as of this date plus any classes in which you subsequently enroll.
Limited Course Add/Drop Period (weeks 3 and 4 of term)	September 7–20, 2013	You must use the Class add and Drop Request process to add, drop, or change grade option during this time, and the approval signature of the instructor is required.
University Census	September 20, 2013	Financial aid awards will be adjusted for enrollment. Awards may be reduced for students enrolled in fewer than full-time units. See University Census and Financial Aid and Eligibility and Enrollment .
Restricted Course Add/Drop Period	September 21–December 1, 2013	You must have a serious and compelling reason to add or drop classes at this time. You must use the Class Add and Drop Request Process , and obtain the approval signatures of the instructor, chair, and dean. To formally withdraw from the University, contact the Office of the Registrar.
Final Course Drop Period (last 2 weeks of term)	December 2–December 13, 2013	To drop a class during this period, you must have a verifiable serious illness or accident with circumstances clearly beyond your control. Request for withdrawal must be received in the Academic Advising Office no later than 5 p.m. on the Thursday prior to finals week.
<p>➤It is vital that the University have current address and telephone information for contacting you during your career at CSU, Chico. Access your Student Center on the Web to update your contact information and your emergency contact information.</p> <p>➤At California State University, Chico e-mail is the essential method for communicating official University business with students. Each student is provided with a campus Wildcat-Mail account. Review the contents of your WildcatMail account on a frequent and regular basis. Official notifications from the University related to enrollment, academic status, fees, holds, and financial aid will only be sent to your WildcatMail account. If you do not wish to examine your WildcatMail account on a regular basis, you can adjust that account to forward messages to another frequently checked e-mail address.</p>		

Important Registration Activities Dates and Deadlines

Activity	Spring 2014	What You Need to Know or Do
PRIORITY REGISTRATION Continuing Students: By Scheduled Appointments & Open Enrollment Period New Students: By Scheduled Appointments	Oct. 21–Nov. 22, 2013 Dec. 2–6, 2013	Continuing Students — Your enrollment appointment will be posted in your Student Center prior to the start of registration. You may make changes to your class schedule until the priority period ends. Plan your course of study prior to your enrollment appointment by meeting with your department advisor and an academic advisor in Academic Advising Programs. Check your Student Center for holds or fees due. Holds may be placed at any time and can restrict registration activity or financial aid. New Students — All new students are encouraged to participate in an orientation session, either in person or online, prior to registering for spring courses. See “The Step-By-Step Guide to Registration” on the Chico Web.
Registration and Tuition Fee Payment Deadline	Fee Payment Due Date(s) Below:	
Registration: Oct. 21–Dec. 12, 2013	December 12, 2013	All Students: Your registration and tuition fee payment must be received by the due date that corresponds with your registration date or your classes will be dropped. Financial Aid Students: You must pay any difference between your pending financial aid and your registration and tuition fees by the date that corresponds with your registration date. Review the “Using Your Aid to Pay Charges” video for help. You will not be allowed to add classes during the Course Add/Drop Period if registration and tuition fees are not paid.
Registration: Dec. 30, 2013–Jan. 10	January 10, 2014	
Registration: Jan. 11–Jan. 31	Immediately	
Open Registration Add/Drop Period for All Students	*December 30, 2013– January 31, 2014 *New start date.	Use this period for late registration and to add or drop classes. To add classes, you must have paid fees or have sufficient pending financial aid to pay fees. Use the Class Add and Drop Request process to add courses which require permission to register or follow department procedures. All other courses may be added or dropped using the Class Add and Drop Request Process . If you are dropping all classes, see the Withdrawal Procedures or go to the Office of the Registrar (SSC 110) for help.
Financial Aid Disbursement	January 16, 2014	First financial aid disbursement for Spring 2014.
Drop Deadline For Full Financial Credit	January 20, 2014 April 3 is the final deadline to receive pro-rata refund for financial credit	You must drop all your classes before the first day of classes to receive a full refund of registration, tuition fee and non-resident tuition (less a \$5 administrative fee). Classes dropped after this date but by the final deadline will receive a pro-rata refund of fees and non-resident tuition. Classes dropped after the final deadline will not receive any financial credit for refund. See Fees, Tuition, Credit and Refunds .
First Day of Classes	January 21, 2014	Attend all classes in which you are enrolled or which are on your wait list. Faculty have the right to disenroll students who do not attend to make room for students who wish to enroll.
End of Course Add/Drop Period (weeks 1 and 2 of term)	January 31, 2014	This is the last day to add or drop classes using your Student Center. After this date you must have instructor or department approval to add or drop. See the Class Add and Drop Request Process on the Student Records and Registration website for additional information. You are financially responsible for any classes in which you are enrolled as of this date plus any classes in which you subsequently enroll.
Limited Course Add/Drop Period (weeks 3 and 4 of term)	February 3-14, 2014	You must use the Class add and Drop Request process to add, drop, or change grade option during this time, and the approval signature of the instructor is required.
University Census	February 14, 2014	Financial aid awards will be adjusted for enrollment. Awards may be reduced for students enrolled in fewer than full-time units. See University Census and Financial Aid and Eligibility and Enrollment .
Restricted Course Add/Drop Period	February 17– April 25, 2014	You must have a serious and compelling reason to add or drop classes at this time. You must use the Class Add and Drop Request Process , and obtain the approval signatures of the instructor, chair, and dean. To formally withdraw from the University, contact the Office of the Registrar.
Final Course Drop Period (last 2 weeks of term)	April 28– May 16, 2014	To drop a class during this period, you must have a verifiable serious illness or accident with circumstances clearly beyond your control. Request for withdrawal must be received in the Academic Advising Office no later than 5 p.m. on the Thursday prior to finals week.
♦It is vital that the University have current address and telephone information for contacting you during your career at CSU, Chico. Access your Student Center on the Web to update your contact information and your emergency contact information.		
♦At California State University, Chico e-mail is the essential method for communicating official University business with students. Each student is provided with a campus Wildcat-Mail account. Review the contents of your WildcatMail account on a frequent and regular basis. Official notifications from the University related to enrollment, academic status, fees, holds, and financial aid will only be sent to your WildcatMail account. If you do not wish to examine your WildcatMail account on a regular basis, you can adjust that account to forward messages to another frequently checked e-mail address.		