

Class Length (In weeks)	Add deadline (online)	Add deadline (with instructor signature)	Drop with 100% refund deadline, course is not recorded	Drop deadline, no refund issued, course is not recorded	Withdraw deadline, no refund issued, course is recorded. Grade option change period*
1	1st Day	2nd Day	1st Day	2nd Day	3rd Day
2	2nd Day	4th Day	2nd Day	4th Day	6th Day
3	1st Week	n/a	1st Week	n/a	2nd Week
4	1st Week	n/a	1st Week	2nd Week	3rd Week
5	1st Week	2nd Week	1st Week	2nd Week	4th Week
8	1st Week	2nd Week	1st Week	2nd Week	5th Week
10	1st Week	2nd Week	1st Week	2nd Week	7th Week
12	1st Week	2nd Week	1st Week	2nd Week	8th Week

¹1st Week, 2nd Week, etc. refers to Mon-Sun, regardless of the day of the week your course begins. You have until Sunday at 11:59pm for online changes and Friday at 5:00pm to make in-person changes.

²Partial-week courses are rounded up. 1-4 day courses are treated as one week courses. A 1 1/2 week course is treated as two week, and so on.

*Grade option changes are not available online ¹