Summer Semester 2024 Academic Calendar
8 WEEK COURSE OFFERINGS

Session ONE – first 8 weeks of the term April 29th – June 21st	
Through April 28	Drops/withdrawals will receive 100% refund
April 28	Last day to Add without instructor permission via ArgoExpress
April 29	**Summer 2024 Classes Begin for 8-week session 1**
April 30 – May 10	For courses dropped during this timeframe, there is no reflection on a transcript
May 10	Last day to Add courses with Instructor Permission
May 11 – May 31	Drops during this timeframe will reflect in a "W" on the transcript Advisor or Division/Department Chair permission required to drop course(s)
May 27	Memorial Day Observance – Campus Closed
June 1 – 14	Drops during this timeframe will reflect a "WP" or "WF" for the course Advisor permission required
June 14	Any requested incomplete grade due from Faculty to Registrar's Office
June 21	End of first 8-week session
June 25	Grades due in ArgoExpress by 12:00pm (noon)
June 27	Grades available to students via ArgoExpress

Session TWO - second 8 weeks of the term June 24th – August 16th	
May 10	Last day for new students to initially register for the term.
Through June 23	Drops/withdrawals will receive 100% refund
June 23	Last day to Add without instructor permission via ArgoExpress
June 24	**Summer 2023 Classes Begin for 8-week session 2**
June 24 – July 9	For courses dropped during this timeframe, there is no reflection on a transcript
July 4-5	Independence Day Observance – Campus Closed
July 9	Last day to Add courses with Instructor Permission
July 10 – July 30	Drops during this timeframe will reflect in a "W" on the transcript Advisor or Division/Department Chair permission required to drop course(s)
July 31 – August 9	Drops during this timeframe will reflect a "WP" or "WF" for the course Advisor permission required
August 9	Any requested incomplete grade due from Faculty to Registrar's Office
August 16	End of second 8-week session
August 20	Grades due entered by noon, in ArgoExpress
August 22	Grades available to students via ArgoExpress

Drop/Add, Withdrawal and Refund Information

➢ Students can add courses via Argo Express through the day before classes begin. During the first 10 business days of the session, students must obtain written approval from instructors to add courses and must submit the approval to the Registrar's Office in person or via email registrar@uprovidence.edu. Students can drop courses via a completed drop form submitted to the Registrar's Office or ArgoExpress through the first 10 business days of the session. On day 11 students can drop by obtaining a withdrawal pin from their advisors, prior to the last week of the course throughout the session, please refer above for dates.

➢ Any student withdrawing on or after the first day of classes will be responsible for payment of ALL fees (i.e. general fees, technology fees, lab fees, etc.) as well as applicable tuition charges (see below).

➢ Courses dropped within the first 10 business days of the session will have no reflection on a transcript.

➢ Withdrawn courses are reflected on a transcript (dis-enrolling from a course after the 10th business day of session) with a grade of "W"

➢Complete Withdrawals means to no longer be enrolled in a given term at theUniversity. A student who has withdrawn is no longer considered enrolled at UProv for the term and therefore cannot be verified as enrolled for any reporting purposes.

Drop/Add, Withdrawal and Refund Information

➢ To drop or add courses, students must fill out a change of registration form in the Registrar's Office or submit changes via ArgoExpress.

> ➢ If students are withdrawing from all courses at UProvidence, they must initiate a withdrawal at https://www.uprovidence.edu/current-students/ and submit and submit the Request for Withdrawal Form at the bottom of the page. or if they are enrolled with the School of Health Professions the student must contact healthprograms@uprovidence.edu..

> ➢ Complete withdrawals cannot be completed via ArgoExpress. Refund percentages will be calculated according to the schedule below.

➢ Students who stop attending classes without submitting a formal drop, withdrawal, or complete withdrawal will receive grades of F (Failure).

➢ Full refunds will be given for courses cancelled by the University.

➢ Financial aid funds are available to assist students with their University bill. However, it is the student's responsibility to ensure that all bills are paid in full.

➢ If students fail to process a change of registration form (drop/add, withdrawal, or complete withdrawal), the full amount of tuition for all classes must be paid. Refunds are calculated from the date of written request to withdrawal received by the University of Providence Office or the activity date recorded in ArgoExpress.

DROPPING A COURSE - Refund Schedule
8 Week Courses
** UP RETAINS ALL FEES**

Within the first 10 business days of the session (drop/add period)
- For students paying the flat rate, a change that keeps students within the flat rate results in no financial ramifications.
- For students paying per credit tuition, but have not paid their bill (i.e. not the flat tuition rate, Graduate Students) tuition is reassessed per credit.
- Students dropping 8 wee session course(s) will receive a 100% refund before the first day class start, and 0% on/after the first day of class.
- When the result of the schedule change is falling below 12 credits for campus students, tuition is reassessed per credit (and no longer assessed as flat tuition); however, 100% is refunded for the dropped courses.
- When courses are dropped within the first 10 class days, so long as the student is still enrolled with the University, the student will receive 100% refund of tuition (flat rate or per credit). The University retains all fees.

After the Session begins
- Students completely withdrawing will receive a 100% refund before the first day class start, and 0% on/after the first day of class.
- For students paying the flat rate, a change that keeps students within the flat rate results in no financial ramifications.

Summer 2024 COMPLETE WITHDRAWAL Refund Schedule
8 Week Courses
** UP RETAINS ALL FEES**

Summer 2024 - First 8 Week Session Complete Withdrawal Refund Schedule		Summer 2024 - Second 8 Week Session Complete Withdrawal Refund Schedule	
Through April 28	100%	Through June 23	100%
April 29 – June 14	0%	June 24 – August 9	0%

TITLE IV AID WILL BE REFUNDED ACCORDING TO THE DEPARTMENT OF EDUCATION FEDERAL REFUND POLICY.