

Carolina Courses Online

Request to Drop, Withdraw, or Cancel

DROP: To drop a course assumes you still have other courses on your schedule for the current term. For a full refund for the course, you must drop by the deadline listed below (see “last day to drop one of your courses from your schedule and receive a refund”).

WITHDRAWAL is dropping all of your courses once classes have begun. You may be eligible for a prorated refund, depending on the date of withdrawal. The prorated refund is over a period of nine weeks for fall or spring semester. Summer withdrawal prorated refund is on a shortened schedule.

CANCELLATION is dropping all of your courses before classes begin. It is, in effect, the same as not having a registration at all. No entry is made on your permanent record and 100 percent of your prepaid tuition and fees is refunded.

I would like to drop withdraw from cancel the course(s) listed below.

I acknowledge that a copy, including a facsimile copy, of my signature hereto shall be given the same effect as my original signature.

Student's signature

Date

PID # _____

Full name

E-mail address

Current address

City

State

Zip code

Country (if other than US)

Course 1

Reason for drop/withdraw/cancel

Course 2

Reason for drop/withdraw/cancel

Spring Semester 2010

Jan 10	Last day to cancel your registration
Jan 26	Last day to drop one of your courses from your schedule and receive a refund (by 5 pm). You must have other courses on your schedule. Note: Dropping ALL courses requires a withdrawal from the semester and follows a different prorated refund policy.
Mar 15	Last day for full-time undergraduates (UNC-Chapel Hill degree students) to drop a course (Dec 9 for non-UNC students)
Mar 15	Last day to withdraw with a prorated refund
Apr 28	Last day to withdraw—no tuition credit.

Refunds: Payments made by credit card will be credited to your account. Payments made by check will be credited by check.

If you are interested in returning your textbooks for repurchase, contact Friday Center Books & Gifts, CB 1020, The Friday Center, UNC-Chapel Hill, Chapel Hill, NC 27599-1020; phone 919-962-7481.

Return this form to

Credit Programs for Part-time Students
CB# 1020 The Friday Center
UNC-Chapel Hill
Chapel Hill, NC 27599-1020
Fax 919-962-5549