December 15 Tue  Deadline for Readmission in Good Standing for Spring 2021
January 11 Wed  Spring 2021 Payment Due
February 1 Mon  **ALL CLASSES BEGIN USING ONLINE INSTRUCTION**
February 1 Mon  Please Refer to Campus Refund Policy on the Reverse Side
February 1 Mon  Add/Drop Begins - No Fees Charged
February 8 Mon  **ON-CAMPUS CLASS MEETINGS BEGIN FOR IN-PERSON CLASSES & LABS**
February 12 Fri  Banner Web Closed for Spring 2021 Registration Changes
February 15 Mon  All Registration Changes Must Be Made Through the Registrar’s Office [Add/Drop Form]
March 19 Fri  Tuition and Fee Liability Begins for All Registered Students
March 22 Mon  Add/Drop Fees Begin
April 1 Thu  (Students Must Obtain Instructor’s Approval to Add a Course)
April 9 Fri  $40 Late Fee Charged to ALL Students Registering for Spring 2021
April 12-16 Mon-Fri  Last Day to Add/Register for Courses
April 12-16 Mon-Fri  Last Day to Drop Without Academic Record
May 7 Fri  $20 Late Fee to Register for Spring 2021 Courses Begins for Returning Students
May 10 Mon  **CLASS END**
May 13 Thu  Spring 2021 Payment Due
May 15 Sat  First Day of Classes for First Half Semester Courses
May 18 Tue  First Day of Classes for Second Half Semester Courses
May 18 Tue  (See Reverse Side for Calendar)
May 18 Tue  Mid-semester Grades Due
May 18 Tue  Incomplete Grades from Fall 2020 Revert to “F” Grades
May 22 Mon  Last Day to File for August 2021 Graduation
June 1 Tue  Last Day to File for December 2021 Graduation

1. **LATE REGISTRATION** begins on January 11, 2021 and a late registration fee of $40 will be charged for returning students approved to register on or after that date. Beginning February 8, 2021, the $40 late registration fee will be charged for ALL students approved to register.

2. **ADDING** classes occurs through the first week without charge. Starting the second week of classes (2/08/21), students will be charged an add fee of $20 and must also **OBTAIN THE INSTRUCTOR’S SIGNATURE** in order to register.

3. **DROPPING** classes occurs through the first week without charge. Starting the second week of classes (2/08/21), students will be charged a drop fee of $20. STUDENTS MAY DROP A COURSE WITHOUT ACADEMIC RECORD DURING THE FIRST TWO WEEKS OF CLASSES (through 2/12/21). Students cannot drop their last class via banner web. Dropping all classes (beginning on the first day of class) constitutes a withdrawal from SUNY Poly. This can only be accomplished by completing the withdrawal form found on the Registrar’s Office forms page and contacting the Registrar’s Office during business hours (Monday-Friday 8:30-4:30) to withdraw from the courses.

4. Officially withdrawing from a course beginning the third week of classes (2/15/21) through the tenth week (4/09/21), will result in a W grade being assigned. There is a $20 fee to process a withdrawal.

5. See back page for the semester Refund Schedule and Half Semester Course Calendar.

6. **MAY 2021 GRADUATES SHOULD HAVE ALREADY APPLIED TO GRADUATE AS OF NOVEMBER 1, 2020. CONTACT THE REGISTRAR’S OFFICE IMMEDIATELY IF YOU HAVE NOT YET APPLIED.**
HALF SEMESTER COURSE CALENDAR
SPRING 2021

FIRST SEVEN WEEKS:

January 11  Wed  $40 Late Fee to Register for Spring 2021 Courses for Returning Students
February 1  Mon  Classes Begin
Add/Drop Begins
February 5  Fri  Last Day to Add/Register for Courses
Last Day to Drop Without Academic Record
Add/Drop Fees Begin
February 8  Mon  ON-CAMPUS CLASS MEETINGS BEGIN FOR IN-PERSON CLASSES/ LABS
Withdrawal (W Grade) from Courses Begins*
March 3  Wed  Last Day to Officially Withdraw (W Grade) from Courses*
March 19  Fri  Last Day of Classes for First Half Semester Courses

SECOND SEVEN WEEKS:

March 22  Mon  Classes Begin
Add/Drop Begins
March 26  Fri  Last Day to Add/Register for Courses*
Last Day to Drop Without Academic Record*
March 29  Mon  Withdrawal (W Grade) from Courses Begins*
April 21  Mon  Last Day to Officially Withdraw (W Grade) from Courses*
May 7  Fri  Last Day of Classes for Second Half Semester Courses

*fees apply*

Refund schedule for 15 week term: 2/08/21 – 5/14/21

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Refund schedule for 1st Half Semester Courses (7 week term) 2/08/21 – 3/26/21

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Refund Schedule for 2nd Half Semester Courses (7 week term) 3/29/21 – 5/14/21

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<tr>
<td>4/12/21 to End of Term</td>
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