

Fall 2019 Late Registration Dates and Deadlines

OFFICE OF ADMISSIONS AND RECORDS (WH 290)

- 8/26 to 9/12 **Adding a Class:** Students can add using their MyCSUDH account. Use a Late Registration Permission Number from the instructor/department to add the course. These permission numbers are time sensitive, it is strongly advised to add the course immediately after obtaining the permission number.
- Dropping a Class:** Students can drop without signature or late registration permission number.
- Grading Option (CR/NC) / Audit:** Student can use a Grading Option Form or an Approval for Audit form. These forms require a signature from the instructor.
- 9/13 to 9/23 **Adding a Class:** Students can add with a Change of Program form. The Change of Program form must have signatures from the Instructor, Program Chair, and Dean.
- Dropping a Class:** Students can drop with the Change of Program form and signatures from the instructor and program chair.
- 9/23 Last day for students to add a class and the last day to drop a course without receiving a “W” on their transcript.
- 9/24 to 12/6 Students will be required to submit a Petition for Exception, Processing fees, Program Change Form, and the appropriate documentation to add or drop a course. Necessary evidence:
- 9/24 to 11/15 Students must provide evidence to support a “Serious and Compelling Reason” to add or drop a course.
- 11/16 to 12/6 Students must provide evidence to support a “Serious Accident or Illness” to drop a course.