

## Special Session Withdrawal Calendar

Spring 2019

Students are responsible for knowing the refund and assessment schedule, and paying tuition and fees. For more information, review the [Special Sessions](#) webpage.

- Military personnel ordered to active duty, or national or state emergency relief workers, see the [Withdraw from the Semester](#) webpage.
- Faculty and staff using the tuition benefit have a different schedule. See [Withdrawal & Dropping Classes](#).
- Students enrolled in the full 16-week term: see the [Withdrawal Calendar & Refund Assessment Schedule](#).

Session	No Fee; 100% Refund <sup>1</sup>	\$200 Withdrawal Fee; 100% Refund <sup>2</sup>	W Grades Posted; No Refund	Last Day to Drop Class in MyCUInfo <sup>3</sup>	Last Day to Withdraw
<b>8-Week Session 1</b> Jan. 14–March 6	Jan. 4	Jan. 5–Jan. 22	Jan. 23–March 5	Feb. 14	March 5
<b>8-Week Session 2</b> March 7–May 3		Jan. 5–March 14	March 15–May 2	April 15	May 2
<b>5-Week Session 1</b> Jan. 14–Feb. 15		Jan. 5–17	Jan. 18–Feb. 14	Feb. 34	Feb 14
<b>5-Week Session 2</b> Feb. 18–March 22		Jan. 5–Feb. 21	Feb. 22–March 21	March 8	March 21
<b>5-Week Session 3</b> April 1–May 2		Jan. 5–April 4	April 5–May 1	April 19	May 1
<b>4-Week Session 1</b> Jan. 14–Feb. 7		Jan. 5–16	Jan. 17–Feb. 6	Jan. 29	Feb. 6
<b>4-Week Session 2</b> Feb. 11–March 6		Jan. 5–Feb. 13	Feb. 14–March 5	Feb. 25	March 5
<b>4-Week Session 3</b> March 7–April 8		Jan. 5–March 11	March 12–April 7	March 21	April 7
<b>4-Week Session 4</b> April 9–May 2		Jan.5–April 11	April 12–May 1	April 23	May 1

For details, see the corresponding row in the refund key on page 2, as indicated below.

<sup>1</sup> “No Fee; 100% Refund Period” row.

<sup>2</sup> “\$200 Withdrawal Fee; 100% Refund Period” row.

<sup>3</sup> “Dean’s Approval Required for Specific Programs” row.

## Spring 2019 Refund Key

Refund Period	Refund and Assessment Schedule
<b>No Fee; 100% Refund Period</b>	<p><b>Continuing</b> students who drop <i>all</i> Main Campus classes during this period are eligible for a full refund of their tuition, fees and confirmation deposit.</p> <p><b>New, readmit &amp; transfer</b> students who drop <i>all</i> Main Campus classes are <i>not</i> eligible for a refund of their confirmation deposit.</p>
<b>\$200 Withdrawal Fee; 100% Refund Period</b>	<p><b>New, readmit &amp; transfer</b> students are <i>not</i> eligible for a confirmation deposit refund, and will not be charged the withdrawal fee.</p> <p><b>Continuing Education</b> students are <i>not</i> assessed a financial penalty if they withdraw by the end of this period.</p> <p><b>All other students</b> are required to pay a \$200 withdrawal fee if they withdraw from <i>all</i> Main Campus classes during this period. The confirmation deposit is automatically credited toward the fee.</p> <p>Students may be eligible to receive a refund of tuition and fees depending on their enrollment in special sessions:</p> <ul style="list-style-type: none"> <li>• <b>In-state students</b> who withdraw from a special session may be eligible for a refund of tuition and fees. In-state students will only receive this refund if they withdraw from the whole semester, or if their withdrawal from a special session changes their enrollment status at CU Boulder (e.g., from enrolled to withdrawn, or from full time to half time).</li> <li>• <b>Out-of-state students</b> who withdraw from a session but remain enrolled in other Main Campus sessions will not receive a refund of tuition and fees. Out-of-state students are billed a flat rate regardless of the number of credit hours in which they're enrolled, and will not receive a refund if they stay enrolled in any number of credit hours (1–18). Nonresidents will only receive a refund of tuition and fees if they withdraw from all sessions by the end of the \$200 withdrawal fee period.</li> </ul>
<b>Important Financial Aid Deadline: March 20</b>	The semester is 60 percent complete. If attendance is confirmed, students who drop <i>all</i> Main Campus classes on or after this date will have earned 100 percent of their financial aid award. See the <a href="#">Financial Aid Withdrawal Policy</a> for details.
<b>Dean's Approval Required for Specific Programs</b>	<b>Environment, law, music</b> and <b>MBA</b> students require a dean's approval to drop <i>all</i> Main Campus classes or a special session class after this date.

## How to Withdraw

### To withdraw from the current term in progress:

1. Review the current term's withdrawal calendars and [Withdraw from the Semester](#) webpage to understand the potential impacts of withdrawing. We strongly recommend that students check with their advisor to determine degree requirements that may be unfulfilled if they withdraw.
2. Submit a [withdrawal form](#) to Office of the Registrar.
3. Use the [withdrawal checklist](#) to complete your withdrawal (e.g., if you live in a residence hall, complete the checkout procedures; if you receive financial aid, contact the Office of Financial Aid).
4. Review the [Leave of Absence](#) webpage and submit an application, if needed.