

THE UNIVERSITY OF MICHIGAN
School of Social Work

For critical drop/add and withdrawal dates which can include a significant impact on your tuition please follow this link to the University Registrar's site regarding these deadlines:

<http://ro.umich.edu/calendar/>

DROP/ADD & WITHDRAWAL DATES

DROP/ADDS – The procedure for drop and add is as follows: You may drop/add via Wolverine Access any time after you initially register up until the drop/add deadline (through **January 26**). Any time you make a change to your original registration it is your responsibility to notify your advisor of these changes. For the benefit of other students, anyone planning to drop a course **SHOULD DO SO AS SOON AS POSSIBLE** so space is available for those students wishing to take these courses. Once the drop/add deadline is past, you must obtain the signature of the course instructor, your faculty advisor and then the SSW Registrar on a drop/add form. You will then need to take the form to 1207 LSA building for processing as Web registration will not be possible beyond the drop/add deadline. **It is your responsibility to register for the appropriate courses to fulfill your M.S.W. degree requirements.**

A student cannot drop the last class from their schedule in a given term in a given program via Wolverine Access at any time. You must contact the University or School Registrar.

WITHDRAWAL PRIOR TO WINTER TERM- If, after completing registration you are not able to return to School for the Winter term, you must contact Tim Colenback (timot@umich.edu) or Michelle Woods (micwoods@umich.edu) in the Office of Student Services (OSS), notify the School Registrar (ssw.registrar@umich.edu) in writing, and contact the University Registrar's Office <http://ro.umich.edu/knowledgebase.php?ansid=1282> to disenroll on or before **January 5, 2010** or you will be subject to the \$80.00 Registration and \$50.00 Disenrollment Fees. Students who withdraw after the term begins (after January 5) are responsible for these fees regardless of class attendance.

Withdrawal pertains to a complete withdrawal from all course/field registration in a given term within a particular program.

LATE REGISTRATION - If you register after **January 5** for the Winter term you will be required to pay a \$50.00 late registration fee. This fee will increase by \$25.00 at the beginning of each subsequent month.

- FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE BY THE REGENTS OF THE UNIVERSITY.
- STUDENTS ARE ALSO SUBJECT TO THE RULES, REGULATIONS, POLICIES AND PROCEDURES OF THEIR INDIVIDUAL SCHOOL OR COLLEGE.

