

Lawrence Technological University
Summer and Fall 2009 Registration and Important Dates and Deadlines

PRIORITY REGISTRATION			
Student Level	SUMMER AND FALL 2009 PRIORITY Registration Dates		
Seniors, graduate and doctoral students	April 20, 2009		
Junior and above	April 21, 2009		
Sophomore and above	April 22, 2009		
Freshman and above	April 23, 2009		
Guest students, special status students and above	April 24, 2009		
REGISTRATION, ADD/DROP DATES			
	SUMMER 2009	FALL 2009	
<i>Traditional Semester Classes Begin</i>	May 13, 2009	August 26, 2009	
<i>College of Management Classes Begin</i>	May 13, 2009	September 9, 2009	
<i>Semester Ends - Traditional Semester Classes</i>	July 23, 2009	December 19, 2009 (includes finals week)	
<i>Semester Ends - College of Management Classes</i>	July 23, 2009	December 12, 2009 (includes finals week)	
<i>Traditional Semester Classes Open Registration</i>	April 20, 2009 - May 12, 2009	April 20, 2009 - August 25, 2009	
<i>College of Management Classes Open Registration</i>	April 20, 2009 - May 12, 2009	April 20, 2009 - September 8, 2009	
<i>LATE Registration; \$100 late fee applies- Traditional Semester Classes</i>	May 13, 2009 - May 26, 2009	August 26, 2009 - September 8, 2009	
<i>LATE Registration; \$100 late fee applies- College of Management Classes</i>	May 13, 2009 - May 26, 2009	September 9, 2009 - September 21, 2009	
<i>\$150 Late Transaction Fee begins; applied for each added class-Traditional Semester Classes</i>	May 27, 2009	September 9, 2009	
<i>\$150 Late Transaction Fee begins; applied for each added class-College of Management Classes</i>	May 27, 2009	September 22, 2009	
<i>Last day for tuition credit/refund (no credit/refund granted for classes dropped after this date)- Traditional Semester Classes</i>	May 26, 2009	September 8, 2009	
<i>Last day for tuition credit/refund (no credit/refund granted for classes dropped after this date)- College of Management Classes</i>	May 26, 2009	September 21, 2009	
<i>Withdrawal period begins ("W" grade appears on transcript)- Traditional Semester Classes</i>	May 27, 2009	September 9, 2009	
<i>Withdrawal period begins ("W" grade appears on transcript)- College of Management Classes</i>	May 27, 2009	September 22, 2009	
<i>Last day to register for classes (regardless of when they start)- Traditional Semester Classes</i>	June 30, 2009	September 30, 2009	
<i>Last day to register for classes (regardless of when they start)- College of Management Classes</i>	June 30, 2009	September 30, 2009	
<i>Last day to withdraw- Traditional Semester Classes</i>	July 8, 2009	November 18, 2009	
<i>Last day to withdraw- College of Management Classes</i>	July 8, 2009	November 11, 2009	
COURSES STARTING ON DIFFERENT DATES			
<i>If you are enrolled in courses that start or end other than the times indicated above on this form, DIFFERENT DEADLINES apply to the individual courses related to the tuition refund/credit and the last day to withdraw. These dates are listed below for your reference. It is your responsibility to be aware and follow these deadlines. If there is ANY question as to the date, you MUST contact the Enrollment Services in advance at 248.204.2280.</i>			
Length of Class	Last Day to receive a tuition refund (from class start date)	Last day to Withdraw (from class start date)	
up to one week	1st day of class	3 days	
up to two weeks	1 day	before 1st week	
up to three weeks	2 days	before 2nd week	
up to four weeks	3 days	before 3rd week	
up to five weeks	4 days	before 4th week	
up to six weeks	4 days	before 5th week	
up to seven weeks	5 days	before 6th week	
up to eight weeks	6 days	before 6th week	
up to nine weeks	6 days	before 7th week	
up to ten weeks	7 days	before 8th week	
up to 11 weeks	8 days	before 9th week	
up to 12 weeks	8 days	before 10th week	
up to 13 weeks	9 days	before 11th week	
up to 14 weeks	10 days	before 12th week	
up to 15 weeks	10 days	before 13th week	
TUITION PAYMENT DUE DATES			
<i>50% of current semester's charges due</i>	May 15, 2009	August 15, 2009	
<i>Balance of current semester's charges due in full</i>	June 15, 2009	September 15, 2009	
Note: A late fee of \$30 per month will be applied to all students' accounts for tuition and fees that are not paid by the designated date until the balance is paid in full.			
<i>Please note that if you have a tuition voucher or financial aid and your entire balance is not covered, you are responsible for paying the difference by the due dates. Failure to do so will result in the \$30 late fee being assessed per month.</i>			
<i>Please see Advising Information for the requirements that you must meet before registration. This is available in the Enrollment Services, on the LTU website, under Current Students.</i>			
PLEASE NOTE: THIS IMPORTANT CHANGE THAT BECAME EFFECTIVE IN SUMMER 2007			
Effective as of Summer 2007, students were no longer able to register at "anytime" within a semester. This new policy communicated a "registration cut off". These dates are updated each semester. This means that, if a student has the appropriate permissions (instructor, department chair, and dean), they are only able to register until the "last date to register". Most departments do not allow students to register after the 1st week of classes. Students are responsible for checking with their department to inquire if a class can be added after the first week. Further, no exceptions to this policy will be made. Students must be registered by the Last Day to register or they will have to register in the following semester. Students are responsible for know the important dates and deadlines and adhering to these dates.			