

ADD/DROP/WITHDRAW DEADLINE INFORMATION – Spring 2016
 (Spring Main Term Dates: January 19– May 13, 2016. Other “parts of term” listed below.)

Current to 10/6/15

Part of Term	Description	Begins	Ends	Last day to Register	Last Day for Refund	Last day to Withdraw	***NOTES***
16*	16-week	Week of 1/19	Week of 5/9	#See note	2/1	4/15	Butler will not drop students for failure to pay. Students are responsible for officially withdrawing prior to the Last Day for Refund to avoid course charges.
16N^	16-week (non-conforming)	Varies	Varies	#See note	Varies	Varies	
12*	12-week	Week of 2/15	Week of 5/9	#See note	2/24	4/15	#The College no longer allows students to enroll for or add classes that have already met. So be sure to enroll early. Every day counts!
12N^	12-week (non-conforming)	Varies	Varies	#See note	Varies	Varies	
8*1	8-week (Session 1)	Week of 1/19	Week of 3/7	#See note	1/25	2/26	^ Deadlines vary according to beginning and end dates of individual courses and are not available for dropping and adding via pipeline once the part of term begins. Since on-site assistance will be required, plan ahead to meet deadlines. Check with an advisor or registration personnel at any site for assistance.
8*2	8-week (Session 2)	Week of 3/21	Week of 5/9	#See note	3/28	4/29	
6*1	6-week (Session 1)	Week of 1/19	Week of 2/22	#See note	1/25	2/12	
6N2^	6-week (Session 2-non-conforming)	Varies	Varies	#See note	Varies	Varies	
5*1	5-week (Session 1)	Week of 1/19	Week of 2/15	#See note	1/22	2/12	
5*2	5-week (Session 2)	Week of 2/22	Week of 3/28	#See note	2/25	3/25	
5*3	5-week (Session 3)	Week of 4/4	Week of 5/2	#See note	4/7	4/29	
4*1	4-week (Session 1)	Week of 1/19	Week of 2/8	#See note	1/22	2/5	
4*2	4-week (Session 2)	Week of 2/15	Week of 3/7	#See note	2/18	3/4	
HNC^	Short-term classes ending prior to 9/16	Varies	Varies	#See note	Varies	Varies	
I	Intersession	1/4	1/15	1/4	1/4	1/4	
INC^	Intersession (non-conforming)	Varies	Varies	#See note	Varies	Varies	
LNC^	Short-term classes ending after 9/16	Varies	Varies	#See note	Varies	Varies	
MNC^	Allied Health Classes only	Varies	Varies	#See note	Varies	Varies	
OR	Student Connect	Varies	Varies	#See note	Varies	Varies	
AE	Adult Education	Varies	Varies	#See note	Varies	Varies	
DV	Developmental Pilot	Varies	Varies	#See note	Varies	Varies	

***Day of Week class meets (MTWRFS). Also includes A (by appointment) and V (online) parts of terms.**

REGISTRATION BEGINS FOR SUMMER 2016 CLASSES – November 30th
PAYMENT DEADLINE FOR SPRING 2016 CLASSES – January 15th
MARTIN LUTHER KING, JR DAY (NO CLASSES/OFFICES CLOSED) – January 18th
SPRING BREAK (NO CLASSES/OFFICES OPEN) – March 14th –March 20th
GRADUATION APPLICATIONS DUE FOR SPRING GRADUATES-March 20th
INSTITUTIONAL DEVELOPMENT DAY (NO CLASSES/OFFICES CLOSED) – March 24th
GOOD FRIDAY (NO CLASSES/OFFICES CLOSED) – March 25th
REGISTRATION BEGINS FOR FALL 2016 CLASSES – March 28th
COMMENCEMENT EXERCISES – MAY 14th

WANT TO MAKE SURE YOU ARE PERSONALLY NOTIFIED IN CASE OF A SCHOOL CLOSING OR EMERGENCY?

GO TO THE B.E.A.R.S. LINK IN PIPELINE AND SIGN UP FOR BUTLER'S EMERGENCY NOTIFICATION SYSTEM!