

IMPORTANT DATES & INFORMATION FOR STUDENTS - 2016 FALL TERM

Over the past few years, the College has reviewed its registration processes in order to ensure all students are in class on the scheduled day of term with their timetable changes completed.

The following table summarizes important dates for students for the 2016 Fall Term. Please note that student timetables will be available online on ACSIS on August 5, 2016.

We look forward to seeing you – and to the beginning of a term focused on your success!

Date	Event
May 27, 2016 to July 17, 2016	General Education Elective Selection on ACSIS at acsis.algonquincollege.com for returning students following fees payment.
June 15, 2016	Tuition Deposit Due Date <ul style="list-style-type: none"> • All domestic full-time students, new and returning, must pay a \$500.00 non-refundable Tuition Deposit in their initial term of an academic year. This deposit payment secures their seat in that program for the year and is put towards the balance of fees owing for that term. • Upon payment of the \$500.00 non-refundable Tuition Deposit, the remaining fees are deferred automatically and the student is provided with an email indicating their Balance Due Date. • Students who have applied to, and qualify for, government funded financial aid such as OSAP may be eligible for a deferral of their \$500.00 non-refundable tuition deposit.
August 5, 2016	Release of 2016 Fall Student Timetables on ACSIS at acsis.algonquincollege.com Students registered in 2016 Fall Term courses will note that courses having a prerequisite or co-requisite requirement may show as 'Conditionally Registered' until 2016 Spring Term grades have been verified. Automatic conversion, as appropriate, to 'Registered' status on ACSIS will take place on August 31, 2016. If 'Conditionally Registered' remains, please see your Program Coordinator.
August 5, 2016 to September 6, 2016	Online Timetable Changes (Add/Drop/Section Changes) on ACSIS acsis.algonquincollege.com for activated courses. Note: Departmental approval is required for courses that have not been activated for this ACSIS online service, and for courses in all Full-Time Online programs. Note: Schools of Business, and Hospitality and Tourism Timetable Change Period is August 5, 2016 to September 13, 2016
August 29, 2016	Part-Time Registration Start Date Please see your Department to obtain written permission and bring this to the Registrar's Office. Note that fees are due at the time of registration.
September 6, 2016	College Wide Orientation Day – Woodroffe Campus For all students new to the College; level 01 and beyond.
September 7, 2016	Fall Term Start Date (for most post-secondary programs, Woodroffe Campus)
September 9, 2016	Last day to apply for Transfers of Academic Credit (Exemptions) for students requesting registration in courses to replace exempted course(s).
September 19, 2016	Last day to withdraw from program and be eligible for tuition refund, less \$500 tuition deposit for new students and full refund for returning students in a subsequent term. Withdrawal form must be submitted to the Registrar's Office. <u>International students are required to submit their withdrawal request to the International Education Centre and are refunded in accordance with Ministry policy.</u>
October 4, 2016	A late payment fee of \$150.00 will be assessed to students if the fees that were deferred are not fully paid by the end of day on their Balance Due Date . This penalty will only be charged a maximum of once per term.

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Registrar's Office
 1385 Woodroffe Avenue, Room C150
 Ottawa, ON K2G 1V8
 Telephone: 613-727-0002
 Toll Free: 1-800-565-4723
 TTY: 613-727-7766
AskAlgonquin@algonquincollege.com

Algonquin College Heritage Institute
 7 Craig Street
 Perth, ON K7H 1X7
 Telephone: 613-267-2859

Algonquin College in the Ottawa Valley
 1 College Way
 Pembroke, ON
 K8A 0C8
 613-735-4700