

IMPORTANT DATES & INFORMATION FOR STUDENTS - 2015 WINTER TERM

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

The following table summarizes important dates for students for the 2015 Winter Term. Please note that student timetables will be available online on ACSIS on December 5, 2014.

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

Date	Event
October 20, 2014 to November 27, 2014	General Education Elective Selection on ACSIS at acsis.algonquincollege.com for returning students following fees payment.
November 17, 2014	Fees Due Date Arrangement for fee deferrals can be made as follows: <ul style="list-style-type: none"> • OSAP Recipients – Fee deferrals* on ACSIS at acsis.algonquincollege.com *(\$20 non-refundable administrative fee will be deducted from your OSAP loan.) • Out-of-Province Financial Aid Recipients – Fee deferrals through Financial Aid at http://www3.algonquincollege.com/ro/pay/payment-options/ • Students not in receipt of Financial Aid – Fee deferrals through the Registrar's Office, in person.
November 18, 2014	Late Payment Fee (\$100) Applied to payments received from returning students after the Fees Due Date.
December 5, 2014	Release of 2015 Winter Student Timetables on ACSIS at acsis.algonquincollege.com Students registered in 2015 Winter Term courses will note that courses having a prerequisite or corequisite requirement may show as 'Conditionally Registered' until 2014 Fall Term grades have been verified. Automatic conversion, as appropriate, to 'Registered' status on ACSIS will take place on December 18, 2014. If 'Conditionally Registered' remains, please see your Program Coordinator.
December 5, 2014 to January 5, 2015	Online Timetable Changes (Add/Drop/Section Changes) on ACSIS acsis.algonquincollege.com for activated courses. Note: Departmental approval for changes is required Note: Schools of Business and Hospitality and Tourism Timetable Change Period is December 5, 2014 to January 9, 2015
December 15, 2014	Last day to apply for Transfers of Academic Credit (Exemptions) for students requesting registration in courses to replace exempted course(s).
December 15, 2014	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.
January 5, 2015	Winter Term Start Date (for most programs)
January 16, 2015	Last day to withdraw from program and be eligible for tuition refund Withdrawals must be submitted in writing to the Registrar's Office; a \$100 administrative fee will apply. <u>International students are refunded in accordance with Ministry policy.</u>

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