

# SUMMER 2020 REGISTRATION GUIDELINES

## MBA & HCMBA@SIMMONS

### JULY 2020 (19/MU3)

<u>DATE</u>	<u>ADD</u>	<u>DROP</u>
<u>Open Registration</u>  <b>June 9, 2020 – July 12, 2020</b>	<ul style="list-style-type: none"> <li>• Student can add, drop, or switch sections of a course on AARC themselves</li> <li>• Students should follow their Plan of Study for courses to enroll in               <ul style="list-style-type: none"> <li>• Plan of Study questions should be sent to Academic Adviser</li> </ul> </li> </ul>	
<u>Add/Drop Period</u>  <b>July 13, 2020 – July 26, 2020</b>	<ul style="list-style-type: none"> <li>• Email Program Director, Julie Cooper (julie.cooper@simmons.edu)</li> <li>• Changes to Plan of Study must be approved by Adviser</li> </ul>	<ul style="list-style-type: none"> <li>• Email the Registrar’s Office (registrar@simmons.edu) and Academic Adviser to request a course drop.</li> <li>• A dropped class will not appear on your transcript.</li> </ul>
<u>Withdrawal Period</u>  <b>July 27, 2020 – September 6, 2020</b>		<ul style="list-style-type: none"> <li>• Email Academic Adviser</li> <li>• Students will receive a “W” grade on their transcript any course they withdraw from.</li> <li>• After Sept. 6<sup>th</sup> no registration changes can be made. Students will receive final letter grades for all courses they are registered for.</li> </ul>

*This information applies only to the Summer 2020 July MBA & HCMBA@Simmons semester.*

For all questions regarding billing, refunds, and financial aid, please contact:

Student Financial Services - (617) 521-2001 – [sfs@simmons.edu](mailto:sfs@simmons.edu)

**Office of the Registrar – (617) 521-2111 – [registrar@simmons.edu](mailto:registrar@simmons.edu)**