

# SPRING 2022 REGISTRATION GUIDELINES

## BA@SIMMONS

### JANUARY - 2022 Spring @Simmons I

<u>DATE</u>	<u>ADD</u>	<u>DROP</u>
<p><u>Open Registration</u></p> <p><b>December 14<sup>th</sup> – January 16<sup>th</sup></b></p>	<ul style="list-style-type: none"> <li>• Student can add, drop, or switch sections of a course on Workday themselves</li> <li>• Students should follow their Plan of Study for courses to enroll in</li> <li>• Plan of Study questions should be sent to Academic Adviser</li> </ul>	
<p><u>Add/Drop Period</u></p> <p><b>January 17<sup>th</sup> – January 30<sup>th</sup></b></p>	<ul style="list-style-type: none"> <li>• Email Academic Advising: <a href="mailto:baoadvising@simmons.edu">baoadvising@simmons.edu</a></li> <li>• Changes to Plan of Study must be approved by an Academic Adviser.</li> </ul>	<ul style="list-style-type: none"> <li>• Email the Registrar's Office (<a href="mailto:registrar@simmons.edu">registrar@simmons.edu</a>) and Academic Adviser to request a course drop.</li> <li>• A dropped class will not appear on your transcript.</li> </ul>
<p><u>Withdrawal Period</u></p> <p><b>January 31<sup>st</sup> – March 13<sup>th</sup></b></p>		<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 March 13<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 Spring 2022 January BA@Simmons semester.*

For all questions regarding billing, refunds, and financial aid, please contact Student Financial Services at 617-521-2001.

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