

GRADUATE REGISTRATION GUIDELINES

ADD/DROP DATES

SPRING 2026

<u>DATE</u>	<u>ADD</u>	<u>DROP</u>
January 30, 2026	<p style="text-align: center;">Last day to Add or Drop courses on Workday.</p> <p style="text-align: center;">If consent is required, the course is closed, or you don't meet the prerequisites, the instructor can email consent@simmons.edu.</p>	
January 31, 2026 - February 13, 2026	Complete an Add/Drop Form with instructor, advisor, and student signatures . Return signed form to the Registrar's Office	Complete an Add/Drop Form with a student signature . Return signed form to the Registrar's Office.
February 15, 2026 - March 20, 2026	Complete a Late Add Form with instructor, advisor, and student signatures . Return signed forms to the Registrar's Office.	<p>Complete a Course Withdrawal Form with instructor, advisor, and student signatures. Return signed form to the Registrar's Office.</p> <p>Students will receive a "W" on their transcript for withdrawing after February 13, 2026.</p>
After March 20, 2026		<p>Complete a Course Withdrawal Form with instructor, advisor, and student signatures. Return signed forms to the Registrar's Office.</p> <p>Students will receive a "W" on their transcript for withdrawing after February 13, 2026.</p>

This information applies only to the Spring 2026 semester, and only to Undergraduate students.

Electronic signatures sent to consent@simmons.edu are an acceptable substitute if an advisor or instructor cannot sign a form physically.

For all questions regarding billing, refunds, and financial aid, please contact Student Financial Services:
sfs@simmons.edu or 617-521-2001

For registration assistance, please contact the Office of the Registrar: registrar@simmons.edu or 617-521-2111