Spring Registration Information

**REGISTRATION:** 24 hours/day, 7 Days a Week (except Sundays 6 a.m. - Noon)  
**By web:** www.uis.edu/registration/

**PRIORITY REGISTRATION: Currently Enrolled Students**

Generally, only students enrolled at UIS for the Fall 2014 semester may register for spring during the week of spring priority registration. Registration priority is typically given in the order listed below (although exceptions are made for certain groups of students such as those with documented disabilities, military service members, and veterans). Hours are based on courses completed PRIOR to the Fall 2014 semester. You can view the exact day and time you can register for courses (referred to as your time ticket) on or after November 1 by logging into Student Self-Service for spring (available at www.uis.edu/registration/ – click the “Register Now!” link and follow the directions given). Students who do not register on their designated dates may register AFTER designated dates.

- Degree-seeking graduate standing (degree must be posted)
- Senior standing (90 or more semester hours posted)
- Junior standing (60 or more semester hours posted)
- Freshman or Sophomore standing (less than 60 semester hours posted), Non-Degree, and other currently enrolled students

**LATE REGISTRATION:**

After the following dates, instructor approval is required to register for all courses, late fees apply, and courses can only be added by contacting Registration.

- **Full-Term and First-Half Course:** After Jan 26, 2015
- **Last-Half Course:** After Mar 29, 2015

**Spring Calendar Information**

**CLASSES AND BREAKS:**

- **CAMPUS CLOSED,** Martin Luther King Jr. Observance  
  ---------------------------------  Jan 19, 2015
- **Spring Term begins.**  
  ---------------------------------  Jan 20, 2015
- **First-half courses end/midpoint of semester**  
  ---------------------------------  Mar 14, 2015
- **CAMPUS OPEN-no classes, Spring Break.**  
  ---------------------------------  Mar 16-20, 2015
- **Last-half courses begin**  
  ---------------------------------  Mar 23, 2015
- **Spring Term ends**  
  ---------------------------------  May 16, 2015

**GRADUATION/COMMENCEMENT:**

- **Last day to submit spring graduation application.**  
  ---------------------------------  Feb 20, 2015
- **Commencement ceremony (for Summer and Fall 2014 and Spring 2015 candidates).**  
  ---------------------------------  May 16, 2015

**LAST DAY TO:**

- **Drop without financial obligation:**
  - First-half course  
    Partly withdrawal: Jan 26, 2015; Complete withdrawal: Jan 19, 2015
  - Full-term course  
    Partly withdrawal: Feb 2, 2015; Complete withdrawal: Jan 19, 2015
  - Last-half course  
    Partly withdrawal: Mar 29, 2015; Complete withdrawal: Mar 22, 2015

- **Withdraw, change grade option, or change to audit for:**
  - First-half course  
    Partial withdrawal: Feb 27, 2015
  - Full-term course  
    Partial withdrawal: Apr 17, 2015
  - Last-half course  
    Partial withdrawal: May 1, 2015

**OTHER DEADLINES:**

- **Spring financial aid disbursement.**  
  ---------------------------------  Jan 16, 2015
- **Last day for all textbook refunds with receipt**  
  ---------------------------------  Jan 24, 2015
- **Immunization compliance deadline**  
  ---------------------------------  Feb 2, 2015
- **Parking (valid hang tags) must be displayed by**  
  ---------------------------------  6 pm Feb 3, 2015
- **Scholarship deadline (2015-2016)**  
  ---------------------------------  Feb 15, 2015
- **Student-to-Student Grant waiver deadline**  
  ---------------------------------  Feb 20, 2015
- **Deadline to submit online insurance waiver to opt out of University’s plan**  
  ---------------------------------  Feb 28, 2015
- **Spring 2015 mid-term grades due to the Office of Records and Registration electronically by Noon**  
  ---------------------------------  Mar 18, 2015
- **Last day to change curriculum (program/major, minor, certificate) for spring semester**  
  ---------------------------------  Apr 17, 2015
- **Spring 2015 final grades due to the Office of Records and Registration electronically by Noon**  
  ---------------------------------  May 20, 2015

**Spring Tuition Information**

**AMOUNTS:** Information pertaining to tuition/fee amounts can be found at www.uis.edu/registration/ (“Tuition” link).

**PAYMENT:** Information pertaining to payment can be found at www.uis.edu/registration/ (“Tuition” link). Payments can be made online at https://apps.uillinois.edu/selfservice/.

**PAYMENT DUE DATE:** Spring tuition, fees, and assessments are due Feb 28, 2015. Visit https://paymybill.uillinois.edu/ for additional details regarding due dates and payment options.

**WITHDRAWALS AND REFUNDS:** The amount owed depends on the official date of the last drop/withdrawal.

See Drop/Withdrawal Policy for information on Complete Withdrawals (dropping all hours for the semester) and Partial Withdrawals (dropping some but not all hours for the semester).