Course schedule information is available exclusively online to reduce printing costs and to provide our students with the most recent and accurate schedule information available.

To view the Spring 2023 dynamic course schedule, please visit uis.edu/registrar – “Course Schedules” link.
SPRING 2023 SEMESTER

Begins: Jan. 17*
Ends: May 13
Priority registration: Begins Nov. 7
Open registration: Begins Nov. 14
Late registration: After Jan. 23

*Intersession classes begin Dec. 12

Need help? Wondering who to contact?
Visit the UIS online directory (http://uisapp.uis.edu/directory/) to search by faculty/staff name, department or phone number. You can also call 217-206-6600 to speak with the campus operator during regular business hours.

Extended Hours
Regular office hours are posted on most departmental websites. Some departments offer extended hours during certain times in the semester to assist students with a variety of issues. In addition, some areas offer extended hours by appointment or post alternative hours on their respective websites.

Special Assistance – Enrollment Management
Please contact the offices within Enrollment Management with questions related to admission, financial assistance, orientation, and records/registration. Contact information for these offices can be found below.

<table>
<thead>
<tr>
<th>Office</th>
<th>Location/Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission</td>
<td>UHB 1080 / 888-977-4UIS(4847) or 217-206-4UIS(4847)</td>
<td><a href="mailto:admissions@uis.edu">admissions@uis.edu</a></td>
</tr>
<tr>
<td>Admission Processing</td>
<td>UHB 1080 / 888-977-4UIS(4847) or 217-206-7960 (Applications) or 217-206-8216 (Evaluations)</td>
<td><a href="mailto:admprocessing@uis.edu">admprocessing@uis.edu</a></td>
</tr>
<tr>
<td>Financial Assistance</td>
<td>UHB 1015 / 888-977-4UIS(4847) or 217-206-6724</td>
<td><a href="mailto:finaid@uis.edu">finaid@uis.edu</a></td>
</tr>
<tr>
<td>New Student Orientation and Parent Relations</td>
<td>UHB 1080 / 217-206-8181</td>
<td><a href="mailto:UISOrientation@uis.edu">UISOrientation@uis.edu</a></td>
</tr>
<tr>
<td>Records and Registration (Registration, Records, Graduation &amp; Degree Audits)</td>
<td>UHB 1076 / 888-977-4UIS(4847) or 217-206-6174</td>
<td><a href="mailto:registrar@uis.edu">registrar@uis.edu</a></td>
</tr>
</tbody>
</table>
Spring Registration, Calendar & Tuition Information

Spring Registration Information

REGISTRATION: 24 hours/day, 7 days/week (except Sundays, 6 a.m. to Noon) By web: uis.edu/registrar

PRIORITY REGISTRATION: Currently Enrolled Students

Generally, only students enrolled at UIS for the Fall 2022 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 2022 semester. You can view the exact day and time you can register for courses (referred to as your time ticket) on or after Nov. 1 by logging into Student Self-Service for spring (available at uis.edu/registrar—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.

Intersession Course ................................................................. After Dec. 14, 2022
Full-Term and First-Half Course ................................................. After Jan. 23, 2023
Last-Half Course ...................................................................... After March 26, 2023

Spring Calendar Information

CLASSES AND BREAKS:

Intersession Classes Begin .......................................................... Dec. 12, 2022
CAMPUS CLOSED, Martin Luther King, Jr. Day .................................................. Jan 16, 2023
Spring Term begins ..................................................................... Jan. 17, 2023
First-half courses end/midpoint of semester .............................. March 11, 2023
CAMPUS OPEN – no classes, Spring Break ........................................ March 13-17, 2023
Last-half courses begin ................................................................ March 20, 2023
Spring Term ends ......................................................................... May 13, 2023

GRADUATION/COMMENCEMENT:

Last day to submit spring graduation application ....................... Feb. 17, 2023
Commencement (for Summer and Fall 2022 and Spring 2023 candidates) ........................................ May 13, 2023

LAST DAY TO:

Drop without financial obligation:

Intersession course ................................................................. Partial withdrawal: Dec. 14, 2022; Complete withdrawal: Dec. 11, 2022
First-half course ......................................................................... Partial withdrawal: Jan. 23, 2023; Complete withdrawal: Jan. 16, 2023
Full-term course ......................................................................... Partial withdrawal: Jan. 30, 2023; Complete withdrawal: Jan. 16, 2023
Last-half course .......................................................................... Partial withdrawal: March 26, 2023; Complete withdrawal: March 19, 2023

Withdraw, change grade option, or change to audit for:

Intersession course ................................................................. Jan. 4, 2023
First-half course ......................................................................... Feb. 24, 2023
Full-term course ......................................................................... April 14, 2023
Last-half course ........................................................................ April 28, 2023

OTHER DEADLINES:

Spring financial aid disbursement – subject to change ..................... Jan. 7, 2023
Last day to defer spring application to a future semester ................. Jan. 16, 2023
Immunization compliance deadline ................................................ Jan. 30, 2023
Last day for all textbook refunds with receipt .................................. Feb. 3, 2023
Scholarship deadline (2023-24) – subject to change ......................... Feb. 15, 2023
Green fee and Student-to-Student Grant waiver deadline ............... Feb. 17, 2023
Deadline to submit online insurance waiver to opt out of University’s plan .................................................. Feb. 28, 2023
Spring 2023 mid-term grades due to the Office of Records and Registration electronically by Noon .................................................. March 15, 2023
Last day to change curriculum (program/major, minor, certificate) or submit an application for spring semester .................................................. April 14, 2023
Spring 2023 final grades due to the Office of Records and Registration electronically by Noon .................................................. May 17, 2023

Spring Tuition Information

AMOUNTS: Information pertaining to tuition/fee amounts can be found at uis.edu/registrar (“Tuition & Fees” link).

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

PAYMENT DUE DATE: Visit https://paymybill.uillinois.edu/ for 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).
DROP/WITHDRAWAL POLICY
SPRING SEMESTER 2023

STUDENT RESPONSIBILITY

Students are responsible for knowing and adhering to the policies, deadlines and procedures contained in the catalog and current policies and registration information booklet. Students may receive credit only for those courses for which they are properly registered and will assume academic and financial responsibility for any course for which they register unless they officially cancel registration according to the established deadlines. Students receiving financial assistance must contact the Office of Financial Assistance PRIOR to dropping a course or withdrawing from the University to determine the effect on the student's financial aid award for the semester. Please refer to the catalog for more information on the consequences of dropping or withdrawing.

All withdrawals from courses must be made using Student Self-Service (uis.edu/registrar). Non-attendance or non-payment does NOT constitute an official withdrawal. Students who change sections, add and/or drop will be charged full tuition and fees for every transaction according to the date, as listed below.

The date you officially drop/withdraw will affect the amount you owe and/or the amount to be refunded and may affect the grade on your transcript. A course officially dropped after the add/drop period will have a grade of "W" on the transcript. A failing grade will be assigned and calculated in the grade-point average for courses not dropped by specified deadlines. ONLY the individual student may make changes to his/her class schedule. For more information, contact Registration at 217-206-6174.

ALL SPRING UIS COURSES ARE CLASSIFIED INTO FOUR CATEGORIES

Full-Term Courses begin prior to the midpoint of the spring semester (March 11, 2023) and end after the midpoint. Intersession Courses begin prior to the start of the spring semester, but after the end of the prior fall semester.

First-Half Courses begin and end by the midpoint of the semester (March 11, 2023).

Last-Half Courses begin and end after the midpoint of the semester (March 11, 2023).

Any courses that do not fit into the categories above by definition (e.g., courses designated with “To Be Arranged” days/times) are considered to be full-term courses, unless otherwise indicated in the dynamic course schedule.

PARTIAL WITHDRAWALS BASED UPON THREE CATEGORIES
DROPPING SOME BUT NOT ALL HOURS FOR THE SEMESTER

Partial withdrawals are made according to the following schedule. THERE WILL BE NO REFUND FOR A PARTIAL WITHDRAWAL AFTER THESE DATES:

<table>
<thead>
<tr>
<th>Time Period</th>
<th>First-Half Dates</th>
<th>Last-Half Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Jan. 17–23 †</td>
<td>March 20–26 †</td>
</tr>
<tr>
<td>Week 2</td>
<td>Jan. 24–30 ◆</td>
<td>April 3–9</td>
</tr>
<tr>
<td>Week 3</td>
<td>Jan. 31–Feb. 5</td>
<td>April 10–16</td>
</tr>
<tr>
<td>Week 4</td>
<td>Feb. 6–12</td>
<td>April 17–21</td>
</tr>
<tr>
<td>Week 5</td>
<td>Feb. 13–19</td>
<td>No reduction in tuition and fees</td>
</tr>
<tr>
<td>Week 6</td>
<td>Feb. 20–26</td>
<td>April 28</td>
</tr>
<tr>
<td>Week 7</td>
<td>Feb. 27–March 5</td>
<td>Last day to withdraw, change grading option/change to audit</td>
</tr>
<tr>
<td>Week 8</td>
<td>March 6–12</td>
<td>plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 9</td>
<td>March 13–19</td>
<td>pro-rata fee*</td>
</tr>
<tr>
<td>Week 10</td>
<td>March 20–24</td>
<td>pro-rata fee*</td>
</tr>
<tr>
<td>Week 11</td>
<td>After March 24</td>
<td>pro-rata fee*</td>
</tr>
<tr>
<td></td>
<td>April 14</td>
<td>pro-rata fee*</td>
</tr>
</tbody>
</table>

DEADLINES FOR COMPLETE WITHDRAWALS – FULL-TERM COURSES

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Full-Term Dates</th>
<th>Percentage of Tuition and Fees Charged</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Jan. 17–23 †</td>
<td>10% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 2</td>
<td>Jan. 24–30 ◆</td>
<td>10% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 3</td>
<td>Jan. 31–Feb. 5</td>
<td>20% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 4</td>
<td>Feb. 6–12</td>
<td>30% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 5</td>
<td>Feb. 13–19</td>
<td>30% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 6</td>
<td>Feb. 20–26</td>
<td>40% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 7</td>
<td>Feb. 27–March 5</td>
<td>40% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 8</td>
<td>March 6–12</td>
<td>50% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 9</td>
<td>March 13–19</td>
<td>60% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 10</td>
<td>March 20–24</td>
<td>60% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 11</td>
<td>After March 24</td>
<td>No reduction in tuition and fees</td>
</tr>
<tr>
<td></td>
<td>April 14</td>
<td>Last day to withdraw, change grading option/change to audit</td>
</tr>
</tbody>
</table>

DEADLINES FOR COMPLETE WITHDRAWALS – FIRST-HALF, INTERSESSION AND LAST-HALF COURSES

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Intersession Dates</th>
<th>First-Half Dates</th>
<th>Last-Half Dates</th>
<th>Percentage of Tuition and Fees Charged</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Dec. 12–14 ◆ †</td>
<td>Jan. 17–23 †</td>
<td>March 20–26 †</td>
<td>10% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 2</td>
<td>Dec. 15–18</td>
<td>Jan. 24–29</td>
<td>April 3–9</td>
<td>30% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 3</td>
<td>Dec. 19–21</td>
<td>Jan. 30–Feb. 5</td>
<td>April 10–16</td>
<td>40% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 4</td>
<td>Dec. 22–25</td>
<td>Feb. 6–12</td>
<td>April 17–21</td>
<td>50% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 5</td>
<td>Dec. 26–30</td>
<td>Feb. 13–17</td>
<td>After April 21</td>
<td>60% plus pro-rata fee*</td>
</tr>
<tr>
<td>Week 6</td>
<td>After Dec. 30</td>
<td>After Feb. 17</td>
<td>April 28</td>
<td>No reduction in tuition and fees</td>
</tr>
<tr>
<td></td>
<td>Jan. 4</td>
<td>Feb. 24</td>
<td>Last day to withdraw, change grading option/change to audit</td>
<td></td>
</tr>
</tbody>
</table>

* The pro-rata fee is $50.

† After these dates, registration requires instructor permission, late fees apply (a one-time $25 fee – subject to change) and courses can only be added by contacting Registration.

◆ A grade of W will be recorded on the transcript for courses dropped after these dates.

Students enrolled in more than one course who eventually drop all courses, but in more than one time period, are charged at the higher rate for all courses.
Reinventing Possible

The world is changing, and we’re not just keeping up. We are Reinventing Possible as thought and action leaders for the future.

We meticulously reviewed and renewed our academic programs to leverage current job market trends and needs to address gaps in higher education that will improve our community and world.

The result of this multi-year process: exciting new programs and an innovative approach to the college experience to prepare ambitious change-makers of the future.

uis.edu/possible
Turn your phone into a personal safety device.

Download the FREE Rave Guardian safety app to check in with family, friends, campus safety, or others you trust to help you stay safe both on and off campus.

With this app you can:

**Set a Safety Timer** – Notify people you trust to check in on you if you are alone or in an unfamiliar place.

**Manage & Message Your Guardians** – Invite family, friends, or others to be your Guardian, and communicate with them within the app as needed.

**Easy Emergency Communication** – Call safety officials directly for help if you are in trouble and send text tips – including photos – if you see something suspicious.

Download Rave Guardian Today!

**iOS**

Scan the QR code now or search **Rave Guardian** in the App Store.

**Android**

Scan the QR code now or search **Rave Guardian** in the Google Play Store.

**UIS-Alert Emergency Notification System**

Set up your UIS-Alert Emergency Notifications. Students can create their profile by visiting [www.uis.edu/emergencies/uis-alert/](http://www.uis.edu/emergencies/uis-alert/). Students can add multiple mobile phones, voice only lines, and email addresses if parents or family members would also like to receive UIS-Alert Emergency Notifications. Please note the student has to set this up and will need to log on with their UIS NetId and password.
Continue to check our website for course room numbers and changes to room numbers until classes begin. Go to uis.edu/registrar and click on the Course Schedules link.

Concerned about the costs of college?

Did you know that there are lots of ways to supplement the cost of your college education? Check out the UIS Scholarships website at uis.edu/cost-aid/scholarships to see if you qualify for one of many scholarships available to UIS students each year.
Register online at uis.edu/registrar

Available 7 days/week, 24 hours/day (except Sundays, 6 a.m. to Noon)

Spring 2023 semester: Jan. 17 – May 13

Priority Registration: Begins Nov. 7

Open Registration: Begins Nov. 14

Late Registration: After Jan. 23