

Augusta University

Policy Library

Regular and Late Registration Policy

Policy Owner: Office of the Registrar

POLICY STATEMENT

Registration procedures at Augusta University (“AU”) are maintained by the University Registrar. Notification of these procedures and any changes in the Academic Calendar are published on the AU website.

Registration for courses must be completed in accordance with the dates provided on the University Academic Calendar. A late registration charge may be assessed to any student registering outside the published registration dates.

Except for unusual circumstances, students are not allowed to register after the last day of add/drop period listed in the Academic Calendar. The Vice President for Academic and Faculty Affairs must approve late registration.

While reasonable efforts shall be made to inform students of registration dates and of any changes in these dates, it is the student’s responsibility to keep apprised of such changes.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other:

DEFINITIONS

Intentionally left blank.

PROCESS & PROCEDURES

Intentionally left blank.

REFERENCES & SUPPORTING DOCUMENTS

Intentionally left blank.

RELATED POLICIES

University System of Georgia Policy Manual. 7.3.3 Tuition and Fee Payment and Deferral.
<http://www.usg.edu/policymanual/section7/C453/>

APPROVED BY:

President, Augusta University and CEO, AU Health System Date: 02/16/2017

Office of Compliance and Enterprise Risk Management Use Only

Policy No.: 471

Policy Sponsor: Type the title of the Executive Leader of the department.

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