



# Official Registration Guide for the Spring 2018 Semester

Monday, October 23, 2017 – Sunday, December 3, 2017

**IT IS RECOMMENDED FOR YOU TO MEET WITH YOUR ACADEMIC ADVISOR TO SELECT COURSES**

Login to Sonis to verify your Academic Level on the “Bio” tab, then use this table to identify which day you are eligible to begin registration.

LEVEL	SELECT ADMISSIONS & MASTERS	SENIOR	JUNIOR	SOPHOMORE	FRESHMAN
REGISTRATION OPENS	MONDAY, OCTOBER 23 @ 7:00 AM	MONDAY, OCTOBER 30 @ 7:00 AM	TUESDAY, OCTOBER 31 @ 7:00 AM	MONDAY, NOVEMBER 6 @ 7:00 AM	TUESDAY, NOVEMBER 7 @ 7:00 AM

\*Select Admissions Programs includes AS Nursing, AS Occupational Therapy Assistant, AS Dental Hygiene, AS Respiratory Care, AS Ophthalmic Science, AS Histology, AS Medical Assisting, AS Early Childhood Education, BS Child Study, BS Nursing, and C Medical Billing and Coding. Access to registration for these programs will close on Sunday, October 29 at 11:59 pm and it will not reopen until the registration date for your level. Once registration opens for your level, it will not close until Sun, Dec. 3 @ 11:59 pm.

Online Late Registration: OPENS Monday, December 4, 2017 @ 9:00am CLOSSES: Monday, Jan. 15, 2018 @ 11:59pm Students may register from Jan. 16, 2018 to Jan. 29, 2018 by meeting with their advisor for select courses only.

\*Register on time to avoid the late registration fee!

- Contact the Business Office to pay the \$100 dollar Late Registration Fee at (860) 727-6784

## Add/Withdrawal Dates

Mon, Jan 15	Last day to WITHDRAW from course(s) with no financial penalty in Sonis
Tue, Jan 16	Spring semester begins (15-week and 1 <sup>st</sup> module)
Mon, Jan 22	Last day to ADD a 1 <sup>st</sup> module course
Mon, Jan 29	Last day to ADD a 15-week course for approved courses only
Mon, Jan 29	Last day to WITHDRAW from a course (15-week or 1 <sup>st</sup> module) WITH financial penalty <sup>1</sup>
Tues, Jan 30	Faculty Census Day; Attendance MUST be established by Monday, Jan 29 for 15-week and 1 <sup>st</sup> Module courses. <sup>2</sup>
Wed, Feb 21	Last day to WITHDRAW from a 1 <sup>st</sup> Module course no refund of tuition <sup>1</sup>
Tue, March 6	Last day to withdraw from a 2nd module course(s) WITHOUT financial penalty
Wed, March 7	Spring 2 <sup>nd</sup> module courses begin
Tues, March 13	Last day to ADD a 2 <sup>nd</sup> module course
Tue, March 20	Last day to withdraw from 2 <sup>nd</sup> module course WITH financial penalty <sup>1</sup>
Wed, March 21	Faculty Census Day; Attendance MUST be established by Tuesday, March 20 for 2 <sup>nd</sup> Module courses
Sun, April 15	Last day to WITHDRAW from a 15-week or 2 <sup>nd</sup> Module course no refund of tuition.

<sup>1</sup>See [Goodwin College Refund Policy](#); <sup>2</sup>See policy on [Establishing Course Attendance](#)

The Spring 2018 semester Session Code is S.

- S1 = Fall, first 7.5 week module,
- S2 = Fall, second 7.5 week module
- BLANK session code = 15 week course.

Section codes = the following:

- O = Online (Time will always be notated as “TBD”)
- H = Hybrid (part online, part on-ground)
- Number = On Ground (ex: 10, 11, 12...)

For Example:	<u>Course Code</u>	<u>Section</u>	<u>Session</u>	<u>Time</u>
	ENG 101	O3_Online	S2	TBD
This is a 7.5 week, <u>online</u> English Composition class that begins on Wednesday, March 7 (2 <sup>nd</sup> Module).				
For Example:	<u>Course Code</u>	<u>Section</u>	<u>Session</u>	<u>Time</u>
	ENG 101	13_OnGround		MON 6:00-8:50 pm
This is a 15-week, <u>on ground</u> English Composition class that meets on Monday evenings.				

\*\*\*The deadline to register for all online science lab courses/classes is Friday, January 5, 2018.\*\*\*

Please check your Goodwin email daily for wait list updates starting October 23, 2018.

Please contact the Assistant Registrar, Rebecca Straub with questions at [rstraub@goodwin.edu](mailto:rstraub@goodwin.edu) or at (860) 913-2203.