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## Tuition/Fees

Please refer to <http://www.umflint.edu/studentaccounts/> for tuition and fee information.

## ID Cards/Parking Permits

The I.T.S. Department issues parking permits and Mcards to students at the University in the University Pavilion 1st floor as follows:

January 3, 2012	8:00 a.m. to 7:00 p.m.
January 4, 2012	8:00 a.m. to 7:00 p.m.
January 5, 2012	8:00 a.m. to 7:00 p.m.
January 6, 2012	8:00 a.m. to 4:00 p.m.
January 9, 2012	8:00 a.m. to 7:00 p.m.
January 10, 2012	8:00 a.m. to 7:00 p.m.
January 11, 2012	8:00 a.m. to 7:00 p.m.
January 12, 2012	8:00 a.m. to 7:00 p.m.

Special Note: Students will not need a registration printout from the Office of the Registrar to obtain their Mcard and/or parking permits. Student registration status will be verified on-line. Parking permits and Mcards need to be presented to I.T.S. staff in order to receive the validation sticker.

## Abbreviations Found in the Schedule

<b>BUILDINGS:</b>		LCC	Lansing Com College	REC	Recreation Building
AAN	Ann Arbor Campus	LCHD	Lapeer County Health Dept	SCCC	St Clair County Com College
BBX	Black Box	LETC	Lapeer Edu & Tech Center	SCHD	Shiawassee County Health Dept
FH	French Hall (formerly CROB)	MCC	Mott Com College	TBA	To be announced
GCHD	Genesee County Health Dept	MCL	McLaren Regional Med Center	THE	Theatre
GENY	Genesys-Hill Park Campus	MSB	William R. Murchie Science Building	UPAV	University Pavilion
HUR	Hurley Medical Center	NBNK	North Bank Center	WCCD	Wayne County Com College District
IND	Independent	PAX	Pavilion Annex	WSW	William S. White Building
		PIP	Piper Lab (Library)		

### SCHEDULE TYPES:

CC	Course Companion
FLD	Field Work
LAB	Laboratory
L/D	Lecture/Discussion
L/L	Lecture/Lab
MM	Mixed Mode
PER	Performance
RES	Research
STU	Study
TBA	To be announced
WEB	Online Course

### COURSE ATTRIBUTES:

CAP	Capstone	S	Social Sciences
CE	Civic Engagement	T	Technology
F	Fine Arts		U.S. Diversity
FL	Foreign Languages		
FQ	Finance and Quantitative Literacy		
FYE	First Year Experience		
GS	Global Studies		
H	Humanities		
HW	Health and Well Being		
N/NL	Natural Science		

## Supplemental Instruction (SI)

Supplemental Instruction (SI), developed in the early 1970s at the University of Missouri-Kansas City, features trained SI Leaders who provide academic support for students enrolled in identified course sections. The SI Leader often attends classes with the students and leads at least two collaborative learning sessions per week. SI sessions are voluntary and open to all students enrolled in the identified section. For more information, contact Michael Kassel in the Academic Enrichment Center, located in 264 UCEN, at 810-762-3456 or email at [mkassel@umflint.edu](mailto:mkassel@umflint.edu).

## Winter 2012 Calendar

Early Registration (active students)	Nov 9-23, 2011
See schedule in "Registration Information"	
Open Registration and Early Add/Drop Period	Nov 28, 2011 - Jan 2, 2012
Late Registration (\$15.00 late fee and instructor's signature required)	January 3-17, 2012
Classes Begin	January 3
Saturday Classes Begin	January 7
Martin Luther King, Jr. Diversity Day - No Classes	January 16
Tuition Payment: ENotification through the student email account will be sent prior to the due date.	
100% Due	January 25, 5:00 p.m.
Add Class (without petition) deadline	January 17, 5:00 p.m.
Drop Class (with fee adjustment) deadline and disenrollment deadline to pay \$100	January 17, 5:00 p.m.
Disenrollment Deadline to pay one-half of tuition plus fees	February 10, 5:00 p.m.
Drop Class (without petition) deadline	February 24, 5:00 p.m.
Late Registration/add deadline for 7 week classes (w/ signatures)	February 24, 5:00 p.m.
Disenroll from 7-week courses - \$50 plus fees.	March 9, 5:00 p.m.
Drop 7-week course w/fee adjustment	March 9, 5:00 p.m.
Disenroll from 7-week courses - 1/2 tuition	March 16, 5:00 p.m.
Final drop for 7 week courses without petition deadline	March 16, 5:00 p.m.
Classes End	April 16
Deadline to apply for May 2012 graduation	December 31 2011, 5:00 p.m.
Study Day	April 17
Exams	April 18-21, 23-24
UM-Flint Commencement	April 29
Holiday Recess: no classes on the following days:	January 16 Feb. 26 – Mar. 4

Calendar, tuition, and fees are subject to change. During late registration periods, add/drop forms require the Instructor's signatures. You may petition to add after the deadline. Petitions to drop after the final drop deadline are not normally granted and require specific documentation. Note: Nonattendance does not constitute an automatic drop. If you are enrolled in a class and do not plan to attend that class, you must drop the course via the web or complete a drop form and submit it to the Registrar's Office prior to the relevant deadline. (Faculty members have the right to drop you if you miss both of the first two class days of a semester or did not participate in an online class for the first week, but this action is not automatic.) If you are a registered student and receiving financial aid, you are authorizing the University to deduct all University debts from your current year's financial aid funds.

# Registration Information

All students will be registering via the web Winter 2011 semester.

[www.umflint.edu/sis](http://www.umflint.edu/sis)

## Early Registration

Students are eligible to participate in Early Registration for Winter 2012 (November 9-23) only if they have been enrolled sometime between Winter 11 semester and the Fall 11 semester.

Students will NOT be permitted to register if they:

1. Have a financial hold. (Payments may be made at the Cashier's Office, 261 PAV. Library fines are payable at the Thompson Library and the Cashier's Office.)
2. Have an advisor hold. Students MUST contact their advising department for an appointment before being allowed to register.

To register, students should:

1. Obtain access to the Student Information Services (SIS) website ([www.umflint.edu/sis](http://www.umflint.edu/sis)) using their confidential PIN number. If a student has forgotten their PIN, and has previously supplied a personal Security Question, they may simply enter their User ID and click the Forgot PIN? Button at the bottom of the login page to answer their security question and reset their PIN. If no security question has been supplied, or there are problems with the PIN, they should contact the Information Technology Services (ITS) help desk.
2. Check the Student Information Services (SIS) website for holds that may stop them from registering.
3. Clear any financial holds through the Cashier's Office or the Library.
4. Make an appointment with their advising department if your department requires one.

5. Obtain any special approvals that are required (e.g. independent study courses; consent of instructor).
6. Register via the website (SIS) on your scheduled day (see calendar).

## Registering for more than 18 hours?

Students must be approved to take more than 18 hours BEFORE they register. SIS will not allow selection of more than 18 credit hours. Wait listed courses are not counted in the 18 hour maximum. Approval must be granted from the appropriate Academic Standards or Academic Review Committee. Please see your Dean's Office for the petition forms.

## Early Winter 2012 Registration Schedule (for active students only):

**Please note: Students will not be allowed to begin the registration process on the web until their assigned day and time.**

Nov 9	Begin at 8:00 a.m. Seniors: 100 or more credit hours and Graduate Students.
Nov 11	Begin at 8:00 a.m. Seniors: 85 or more credit hours
Nov 15	Begin at 8:00 a.m. Juniors: 55 or more credit hours
Nov 17	Begin at 8:00 a.m. Sophomores: 25 or more credit hours
Nov 21	Begin at 8:00 a.m. Freshman: 0-24 credit hours
Nov 23	Begin at 8:00 a.m. Readmit students.

Students may drop and add courses for Winter 2012 as necessary during early registration and Open Registration via the website. (see calendar).

## Open Registration – Winter 2012

Registration and add/drops for all active students and newly admitted students via the website.

- November 28 8:00 a.m. - January 2 11:59 p.m.

## Late Registration – Winter 2012

Students must late register for Winter 2012 in the Office of the Registrar with the instructor's signature on a drop/add form for all courses elected. A \$15 late registration fee will be charged.

- January 3 - January 17
- Mon – Thurs 8:00 a.m. – 6:30 p.m.
- Fridays 8:00 a.m. – 5:00 p.m.

## Add/Drop Information

- Students who have previously registered for Winter and wish to make changes in their schedule(s) may do so during early registration and open registration period(s) (see calendar) **via the website only** or during Late Registration period(s) in the Office of the Registrar.

- **Instructor's signatures are required for adding beginning the first official day of the semester. Courses may be dropped via the website without signature between Jan. 3 – 17 (5:00 pm). Drop/add forms will be processed in the Office of the Registrar at this time.**

- After published deadlines, students must petition their respective academic standards committee to add or drop classes.

- **Instructor's signatures are required to add courses for which you have chosen to be waitlisted. Add forms will be processed in the Office of the Registrar between January 3 and January 17.**

- Tuition adjustments will be made only during the first two weeks of any session if students drop a course or courses (see calendar). This procedure does not apply if all the classes are being dropped. Refer to Disenrollment/Cancellation Information.

## Disenrollment Information and Charges

**Cancellation:** Students who register for Winter 2012 and then decide not to attend must drop all of their courses on the SIS Website **BEFORE** 11:59 p.m. on January 2 or a portion of the tuition will be charged (plus the registration fee.)

**Disenrollment:** Beginning the first day of the semester, registered students who decide **not to complete the term** must officially disenroll from the term. Students may disenroll from a term up to and including the last day classes are held, NOT during the final exam period. This procedure is completed through the Registrar's Office, Room 266 University Pavilion. A portion of the tuition (plus fees) will be charged according to the following schedule.

### Tuition Charge

\$100

One-half tuition + fees

Full tuition + fees

### Winter 2012 Deadline

January 17, 2012, 5:00 p.m.

February 10, 2012, 5:00 p.m.

Feb. 11 – April 16, 2012, 5:00 p.m.