

Purdue University - Office of the Registrar

FALL 2023 DROP & ADD DATES

August 21 – December 17

TO ADD or MODIFY or CHANGE A GRADE MODE for a COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	AUTHORIZATIONS REQUIRED
Aug 21 – Aug 25 Week 1	Aug 21 – Aug 22	Oct 18 – Oct 19	(COURSE SPACE AVAILABILITY REQUIRED) Students may add courses via Scheduling Assistant
Aug 26 – Sep 18 Week 2 - 4	Aug 23 – Sep 1	Oct 20 – Oct 31	Advisor and Instructor Submit request via the Scheduling Assistant
Sep 1	Aug 25	Oct 24	Last day to audit a course, submit change of grade mode to Audit after officially enrolled
Sep 19 – Oct 24 Week 5 - 9	Sep 2 – Sep 20	Nov 1 – Nov 17	Advisor, Instructor, and Head of Department in which the course is listed. Submit via the Scheduling Assistant

TO DROP A COURSE

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	AUTHORIZATIONS REQUIRED
Aug 21 – Sep 1 Weeks 1 - 2	Aug 21 – Aug 25	Oct 18 – Oct 24	No authorizations required (Course not recorded) Students may drop courses via Scheduling Assistant.
Sep 2 – Sep 18 Weeks 3 - 4	Aug 26 – Sep 1	Oct 25 – Oct 31	Advisor (Course recorded with a grade of “W”) Submit request via Scheduling Assistant
Sep 19 – Oct 24 Weeks 5 - 9	Sep 2 – Sep 20	Nov 1 – Nov 17	Advisor. Instructor (Instructor shall indicate whether passing or failing.) Grades of “W”, “WF”, or “WN” will be recorded. Students with a semester classification of 1 or 2 do not require response from instructor; grades will be “W”. Submit via Scheduling Assistant.

REFUND PERCENTAGE OF FEES & TUITION **Aug 29 Prepayment & \$200 Late Registration Fee begins**

16 Weeks	1 st 8 Weeks	2 nd 8 Weeks	PERCENTAGE
Before Aug 29	Before Aug 29	Before Oct 19	100%
Aug 29 – Sep 4	N/A	Oct 19 – Oct 23	80%
Sep 5– Sep 18	Aug 29 – Aug 30	Oct 24 – Oct 28	60%
Sep 19 – Oct 2	Aug 31 – Sep 4	Oct 29 – Nov 2	40%
After Oct 2	After Sep 4	After Nov 2	NONE

LEGEND
<p>16 weeks = courses meeting full 16 week semester August 21 – December 16 79 days</p> <p>1st 8 weeks = courses meeting 1st 8 weeks only August 21 – October 17 39 days</p> <p>2nd 8 weeks = courses meeting 2nd 8 weeks only October 18 – December 16 40 days</p> <p>No Classes: Labor Day – Sept 4 Fall Break- Oct 9 - 10 Thanksgiving break- Nov 22 - 25</p>

- Please note the submission date is not the effective date. Your request cannot be processed until all required actions from campus partners are complete. This may affect your refund and/or if your request is canceled for not meeting the university established deadlines.
- **All required actions must be completed by 11:59 PM EST on said deadline day**
- **Honors Contract: Requests and accompanying documents must be submitted by the H (Honors) Grade Mode deadline at 11:59PM**
- Information on refunds from the University may be found at the following web site: <https://www.purdue.edu/bursar/tuition/refund-withdrawals/policies.php>
- Students withdrawing from ALL course assignments after classes have begun should go to myPurdue, Academic tab, and look for Withdraw Information.
- The revision/refund dates on this calendar apply to courses that exactly fit the time frames listed. Courses offered outside of these time frames have their own deadlines (2-week courses, etc.). For assistance, please contact Customer Service at 494 - 6165.