# Purdue University - Office of the Registrar

## SPRING 2021 DROP & ADD REFUND DATES

**January 11 – May 8**

### TO ADD OR MODIFY A COURSE

<table>
<thead>
<tr>
<th>16 Weeks</th>
<th>1st 8 Weeks</th>
<th>2nd 8 Weeks</th>
<th>APPROVALS REQUIRED</th>
</tr>
</thead>
</table>
| Jan 11 – Jan 18  
**Week 1** | Jan 11 – Jan 12 | Mar 8 – Mar 9 | (COURSE SPACE AVAILABILITY REQUIRED)  
Students may add courses via myPurdue Scheduling Assistant |
| Jan 19 – Feb 8  
**Week 2 - 4** | Jan 13 – Jan 25 | Mar 10 – Mar 26 | Advisor and Instructor  
Submit using Scheduling Assistant |
| Jan 25 | Jan 15 | Mar 12 | Last day to audit a course, **submit request using Scheduling Assistant after official registered.** |
| Feb 9 – Mar 12  
**Week 5 - 9** | Jan 26 – Feb 10 | Mar 29 – Apr 13 | Advisor, Instructor, and Head of Department in which the course is listed.  
Submit using Scheduling Assistant. |

### TO DROP A COURSE

<table>
<thead>
<tr>
<th>16 Weeks</th>
<th>1st 8 Weeks</th>
<th>2nd 8 Weeks</th>
<th>ACTION REQUIRED</th>
</tr>
</thead>
</table>
| Jan 11 – Jan 25  
**Weeks 1 - 2** | Jan 11 – Jan 15 | Mar 8 – Mar 12 | No signatures (Course not recorded)  
Students may drop courses via myPurdue Scheduling Assistant |
| Jan 26 – Feb 8  
**Weeks 3 - 4** | Jan 19 – Jan 25 | Mar 22 – Mar 26 | Advisor (Course recorded with a grade of “W”)  
Submit using Scheduling Assistant |
| Feb 9 – Mar 12  
**Weeks 5 - 9** | Jan 26 – Feb 10 | Mar 29 – Apr 13 | Advisor and 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 need the instructor action; grades will be “W”. **Submit using Scheduling Assistant.** |

### REFUND PERCENTAGE OF FEES & TUITION

**Jan 20 Prepayment & $200 Late Registration fee begins**

<table>
<thead>
<tr>
<th>16 Weeks</th>
<th>1st 8 Weeks</th>
<th>2nd 8 Weeks</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before Jan 14</td>
<td>Before Jan 14</td>
<td>Before Mar 4</td>
<td>100%</td>
</tr>
<tr>
<td>Jan 14 – Jan 26</td>
<td>Jan 14 – Jan 19</td>
<td>Mar 4 – Mar 15</td>
<td>80%</td>
</tr>
<tr>
<td>Jan 27 – Feb 9</td>
<td>Jan 20 – Jan 26</td>
<td>Mar 16 – Mar 22</td>
<td>60%</td>
</tr>
<tr>
<td>Feb 10 – Feb 23</td>
<td>Jan 27 – Feb 2</td>
<td>Mar 23 – Mar 29</td>
<td>40%</td>
</tr>
<tr>
<td>After Feb 23</td>
<td>After Feb 2</td>
<td>After Mar 29</td>
<td>NONE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LEGEND</th>
</tr>
</thead>
</table>
| 16 weeks = courses meeting full 16 week semester  
January 11 – May 8 79 days |
| 1st 8 weeks = courses meeting 1st 8 weeks only  
January 11– March 5 39 days |
| 2nd 8 weeks = courses meeting 2nd 8 weeks only  
March 8 – May 8 40 days |

- Information on refunds from the University may be found at the following web site: [https://www.purdue.edu/bursar/ tuition/refund-withdrawals/policies.php](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.