

First Name:

Last Name:

Inver Hills ID #:

Term: Fall Spring Summer **Year:**

Course ID	Dept.	Course Number	Course Section	Course Title	Times	Days	Credits	Action
<i>Example: 000459</i>	<i>HIST</i>	<i>1106</i>	<i>01</i>	<i>World Civilization I</i>	<i>10:00-11:40</i>	<i>T, Th</i>	<i>4</i>	<input checked="" type="checkbox"/> Add <input type="checkbox"/> Drop/Withdraw*
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*** Drop/Withdraw**

- A course **drop** occurs within 5 business days of the start of the semester (or within one business day after the course start date for a late start course). Tuition will be refunded for course drops. A course drop will not display on your transcript and will not count against your course completion rate.
- A course **withdrawal** occurs after the 5th business day of the semester (or after the first business day past the course start date of a late start course). A course withdrawal will display as a “W” on your transcript and will adversely affect your course completion rate, which in turn may affect your academic standing and financial aid eligibility. Visit www.inverhills.edu/about/CollegePolicies/CurrentPolicies.aspx to view the Satisfactory Academic Progress policy. A percentage of tuition may be refunded for course withdrawals (only when withdrawing from all courses); refunds are given according to the schedule located at www.inverhills.edu/CourseRegistration/DropWithdrawal.aspx.

Important information about your course registration at Inver Hills:

- It is recommended that you confer with your instructor, counselor, or advisor as part of the registration or schedule change process.
- **Inver Hills does not mail invoices.** View and pay your tuition and fees by logging in to your E-Services account.
- Find your tuition due date by visiting <http://www.inverhills.edu/CourseRegistration/TuitionPayment.aspx>. You may be dropped from your courses if you have not made one of the following arrangements prior to the tuition deadline:
 - Sign up for the FACTS payment plan
 - Apply for Financial Aid
 - Submit authorization for a third-party payment
 - Pay your balance in full (online through your E-Services account or in person at the Enrollment Center)

Student Signature:

Date: