



NAROPA UNIVERSITY
STUDENT ADMINISTRATIVE SERVICES

Drop/Add and Withdrawal Schedule for Spring 2019

IMPORTANT: Some shortened courses, including weekend courses, are on a separate drop/add schedule. See the printable or web based course schedule for details on specific courses.

SPRING 2019 courses on standard schedule, including Private Music Lessons, Consortium Agreement courses & Independent Study courses, follow this schedule:

Dates	Percent Refund	Action
<i>Monday (January 14th) - next Thursday (January 24th)</i>	100% (tuition & fees)	Drop or Add
<i>Friday (January 25th) – Friday (February 1st)</i>	80% (tuition only)	Withdraw
<i>Saturday (February 2nd) – Friday (February 8th)</i>	50% (tuition only)	Withdraw
<i>Saturday (February 9th) – Friday (February 15th)</i>	20% (tuition only)	Withdraw
<i>Saturday (February 16th) – Friday (February 22nd)</i>	0% refund	Withdraw
<i>Saturday (February 23rd) and after</i>	Drops or withdrawal not permitted	

Note: All changes to student schedules are made by the student via MyNaropa, with the following exception:

Consortium Agreement Courses, Private Music Lessons and Independent Studies are added to a student schedule by submitting the completed, approved form to Student Administrative Services during business hours (on or before January 24th)

All audit forms for classes on the standard schedule are due one week after the drop/add period for the course (February 1st) for most courses.

Need to change grading type? Submit the form “Application to Change to Grading Type” to Student Administrative Services before the end of drop/add for the course.