

SUBJECT: Financial Affairs

Policy: 505.1 Late Initial Registration Fee

Effective: July 2009

Revised:

Reviewed: February 2014

Introduction & Purpose

Registering for classes prior to the first day of classes each semester is strongly encouraged. Late registration and entry into classes can contribute to academic problems for the student in terms of missed lectures and other important classroom activities. Though there are circumstances when registering for classes late may be necessary, it often means administrative and classroom processes must be compacted in order for the student to have books, bills, and other services set up on a very tight timeline.

Policy

Students registering for their first class after 12:01 AM on the first day of class of each semester will be assessed a Late Initial Registration Fee of \$40.00 in accordance with [Board of Regents Policy 940.4](#), Late Registration Fee.

This policy will not apply to non-credit-bearing Outreach and Workforce Development courses.

Related Policies, Procedures and Forms: [Board of Regents Policy 940.4](#), Late Initial Registration Fee