2018 Winter Session
Academic Calendar

October 16 . . . . Schedule of Winter Session classes available (tentative)
October 30 . . . . Winter Session registration begins
January 2 . . . . First Day of Classes; add a class without a late fee
January 3 . . . . Last day to drop without a “W” being recorded
January 3 . . . . Last day to receive 100% refund for dropped class
January 4 . . . . Last day to add classes without a late fee
January 4 . . . . Last day to receive 60% refund for dropped class – NO REFUNDS AFTER THIS DATE!
January 4 . . . . Last day to change between Audit, Credit/No Credit, and Letter grading
January 4 . . . . Last day of schedule adjustment period
January 5 . . . . First day to add a class with $25 late fee and requires instructor approval
January 5 . . . . Census Day
January 8 . . . . Last day to drop/withdraw from class with instructor signature – NO REFUND
January 15 . . . HOLIDAY – Martin Luther King Jr. Day - Campus Closed
January 19 . . . Last day of classes
January 22-23 . . Grades due

Drop Policy for 2018 Winter Session
13 days: January 2 – 19, 2018
January 3 – Last day to drop without a “W” being recorded
January 4 – last day to add class without a late fee
January 8 – Last day to withdraw from class for a serious and compelling reason; Requires approval from instructor and Extended Education

Refund Policy for 2018 Winter Session
If the course is cancelled for any reason, student will receive a 100% refund. Failure to withdraw/drop a course in which one is officially registered but does not complete will result in a grade of F or No Credit. Students are not dropped automatically for non-payment. It is the responsibility of the student to drop themselves from a course.

Course cancellation – 100% refund
On or before January 3 – 100% refund
On January 4 – 60% refund
After January 4 – No refund

Refunds are based on the date when the official withdrawal is received in the Extended Education office. If you need to drop a class, you may do so via your myCSUB account, in-person, email, fax, or mail through the Extended Education office. The day you drop online, or when the form is received, is the official date of withdrawal and determines the amount of refund, if any. Allow up to six weeks for refunds to be processed. If you do not receive your refund by that time, please call the Extended Education office at (661) 654-2441. A delay in dropping online or submitting required forms may result in a reduced refund and/or be subject to $25 administrative fee.