



## Summer 2018

AVN Distribution begins:  
Registration Begins:  
Graduation Application Deadline:

**Monday, February 12, 2018**  
**Thursday, March 15, 2018**  
**Friday, June 15, 2018**

**Web Registration via WIReD** – Begins Thursday, **March 15, 2018** – Through advisement, students will obtain an AVN that will allow registration access for Summer 2018, via the web.

**Non-Matriculated Student Registration** – Begins Thursday, **March 15, 2018** - Non-Matriculated students may register at the Registrar's Office or seek advisement (AVN distribution) through the Office of Continuing Education.

**Phone Registration** – Begins Thursday, **March 15, 2018** – Open to all non-matriculated students: (518) 629-4560.

**Add/Drop Period** – Students who are already registered may adjust times and courses during this time period (**but not via WIReD**). The Registrar's Office can only adjust days & times for matriculated students; all other changes must be done by an advisor. Non-matriculated students can contact Registrar's Office or seek advisement through the Office of Continuing Education.

**\*If a student is already registered and adds another course to his or her schedule, a student is automatically registered for that course and has incurred tuition liability. The course will not be dropped for non-payment.**

**Refunds** are initiated automatically and are generated based on schedule adjustments and refund deadlines (as indicated on the Registration Calendar). Refunds are processed by the Cashier's Office within 10 business days.

**Cross-Registration** - Students may not cross-register during summer sessions.

**Course Audits for Senior Citizens (ZSR)** – Hudson Valley Community College offers to senior citizens who are at least 60 years of age the opportunity to audit credit bearing courses. There are no tuition charges; however, the students will be responsible for the payment of fees. College credit will not be granted for auditing a course. Registration is based on space availability and is held the Friday prior to the start of the specific course. The Arts Center courses may also be audited; however, the Center must be contacted directly.

**Student schedules** – Class schedules can be accessed via Hudson Valley WIReD upon scheduling for courses. A printed schedule may be picked up in-person by the student only, once the student has paid his or her bill starting in the first week of May. Class schedules are no longer mailed.

**Certificate of Residence Requirement** – Certificates for Summer 2018 must be dated no earlier than March 22, 2018. Certificates of Residence are valid only if issued within 60 days prior to the start of classes.

### Billing Information (Run Dates):

POT = Part of Term

March 26:	POT S1, S2, S3, S4	May 9:	POT S4, S6 (Last Bill Run POT S4)
April 4:	POT S1, S2, S3, S4	May 14:	POT S6
April 9:	POT S1, S2, S3, S4	May 21:	POT S6
April 16:	POT S1, S2, S3, S4	May 29:	POT S6
April 23:	POT S1, S2, S3, S4	June 4:	POT S6
April 30:	POT S1, S2, S3, S4	June 11:	POT S6
May 2:	POT S1, S2, S3, S4 (Last Bill Run POT S1, S2, S3)	June 13:	POT S6 (Last Bill Run POT S6)

Registration bills will be mailed to the student's permanent address on file with the Registrar's Office, and emailed to the student's college (@hvcc.edu) email address on the above dates. After the Last Bill Run, printed bills will no longer be mailed, but will continue to be emailed to students, up until the tuition due date for the student's earliest part of term. Students can request that a registration bill be emailed to them by logging into Hudson Valley WIReD and selecting **Request an E-Mail copy of your bill** under **Student Accounts**.

### Reminder Notices to Students Regarding Tuition Due Dates:

POT S1, S2, S3      Friday, May 4, 2018  
POT S4              Friday, May 11, 2018  
POT S6              Friday, June 15, 2018

### Cancellation Runs: The Thursday prior to the start of a Part of Term:

POT S1, S2, S3      Thursday, May 17, 2018  
POT S4              Thursday, May 24, 2018  
POT S6              Thursday, June 28, 2018