

# OFFICE OF THE REGISTRAR

Records and Registration

Please make note of upcoming important dates and deadlines:

# October 25, 2013

Scheduled posting of fall semester final exam schedule.

# November 12, 2013

Deadline to withdraw from fall semester courses. Forms to drop classes or withdraw from the university must be submitted in person, by fax or scanned to the Registrar's Office. (Students taking Trent courses are subject to UOIT withdrawal deadlines.)

# November 30 – December 31, 2013

Application to graduate system open, **ONLY** for students who are completing their degree requirements at end of the fall semester.

# December 6 - 18, 2013

Fall semester final examination period (students are advised not to make travel arrangements during this period).

#### **December 16, 2013**

First instalment of winter semester tuition fees due. Please check your MyCampus account to verify outstanding fees.

# December 24, 2013 - January 1, 2014

University closed.

# **January 2, 2014**

University reopens.

#### January 3, 2014

Deadline to submit a request for change of program.

# January 3, 2014 (evening)

Final fall semester 2013 grades released to students' MyCampus accounts.

#### **January 6, 2014**

Classes start, winter semester.

If you require assistance or have questions regarding your registration, please contact the Registrar's Office at 905.721.3190 or registration@uoit.ca.

# Registrar's Office hours of operation are as follows:

Monday	8:30 a.m. – 4:30 p.m.
Tuesday	8:30 a.m. – 4:30 p.m.
Wednesday*	10 a.m. – 4:30 p.m.
Thursday	8:30 a.m. – 4:30 p.m.
Friday	8:30 a.m. – 4:30 p.m.
Saturday	Closed
Sunday	Closed

<sup>\*</sup>Please note: The Registrar's Office will open at 8:30 a.m. on January 8 and January 15, 2014. Otherwise, the Registrar's Office will not open until 10 a.m. on Wednesdays.