



## **From the Office of the Registrar: Fall semester information**

Welcome new and returning students to the fall 2014 semester at the University of Ontario Institute of Technology (UOIT). Communication from the university will be posted to [MyCampus](#) and sent to your UOITnet email account. It is important to check both regularly.

Please read and make note of the [important dates for the fall semester](#). It is your responsibility to be familiar with and adhere to the published calendar deadline dates.

### **Registration**

Please verify your course registration to ensure that you are enrolled for your intended courses. Retain a copy of your schedule for your records via [MyCampus](#).

### **Dropping courses**

You may drop courses online via [MyCampus](#) until the last day to drop courses for that semester (November 11, 2014 for the Fall semester and March 18, 2015 for the Winter semester). You can always confirm deadline dates in the [Undergraduate Academic Calendar](#).

If you are dropping your last course you must submit a course drop form at the Registrar's office (North location: U5 building, Room 68 or Downtown location: 61 Charles Street, DTA 120).

### **Course Repeat Policy information**

All students are responsible for familiarizing themselves with university policies. If you intend to repeat courses you have previously completed, please refer to the [policy information](#).

### **Campus location for your courses**

Please ensure that you check the campus location of your courses, as courses are offered at both the north and downtown locations. Information on campus codes can be found in the [Registration Guide](#).

### **Payment of fees**

Fall term payment of tuition by instalment was due on Friday, August 15. [Tuition payment details are available online](#). Deadline for payment of the balance of fall semester fees is Wednesday, September 17, 2014. Tuition payments can be made in person (certified cheques, bank drafts or money orders) in the Registrar's office at the north location (U5 building, Room 68). Please note: a late fee of \$40 will be applied to your account after September 17.

## Academic advising

Academic advisors are committed to helping students make choices that will lead to academic success. Your advisor can support you throughout your educational journey, from selecting courses to planning for the future. Teams of academic advisors are available in each faculty. [Locate your academic advising office online](#).

## Student Accessibility Services

For information about accommodations, please contact [Student Accessibility Services](#) at 905.721.3266 or [studentaccessibility@uoit.ca](mailto:studentaccessibility@uoit.ca).

## Campus Bookstore

Textbooks and supplies are available through the Campus Bookstore. Visit the [Campus Bookstore website](#) for a personalized booklist and bookstore hours and locations.

## Campus identification (ID) cards

2014-2015 Campus ID cards are now available. For more information on picking up your ID card, please visit the [Campus ID website](#).

## Technology-enriched Learning Environment and Learning Tool Registration (laptop distribution)

If you have not registered for a laptop pick-up session, please do so now through your [MyCampus](#) account. UOIT students must participate in the Technology-enriched Learning Environment as part of their studies. For more information please visit the [Information Technology Services website](#). Your learning tool fee must be paid in order to obtain your laptop.

## Student Association Health Plan

Full-time UOIT students are automatically covered by the Health Plan. The Fall Opt-in/out period is September 1 to 30, 2014. For further information on adding dependents, combining coverage or opting out, visit the [Student Association website](#) or drop by their office on the second floor of the Student Centre (North Oshawa location).

## Withdrawal from the university

If you have decided to withdraw from the university, you must do so officially by completing the [Withdrawal from Program form](#). You are considered registered for courses and are financially responsible for payment unless you formally withdraw from the university. Please note you must return your laptop prior to withdrawing.

## Important dates – fall 2014

August 15, 2014	First instalment of fall semester fees due.
September 4, 2014	Lectures begin, fall semester (includes concurrent education students in years two through four).
September 17, 2014	End of regular registration period; last day to add courses, fall semester.  Last day to drop courses and receive a 100 per cent refund of tuition fees, fall semester.

October 1, 2014	Final instalment of fall semester fees due. Last day to withdraw from fall semester courses without academic consequences (i.e. without receiving a grade). Courses dropped after this date will be recorded on the academic transcript with a grade of W to indicate withdrawal.  Last day to drop courses and receive a 50 per cent refund of tuition fees, fall semester.
October 13, 2014	Thanksgiving Day, no lectures.
November 11, 2014	Last day to withdraw from fall semester courses. Active fall semester courses will be graded by instructors.
December 3, 2014	Last day of lectures, fall semester.
December 5 to 17, 2014	Fall semester final examination period. Students are advised not to make commitments during this period (i.e. vacation, travel plans).
December 15, 2014	First instalment of winter semester fees due.
December 24, 2014 to January 4, 2015	University closed.
December 31, 2014	Last day to submit online application for graduation for students completing degree requirements at the end of the fall semester.

[Additional important dates can be found online.](#)

If you have any questions, we're here to help! Please contact the Registrar's office at 905.721.3190 or [registration@uoit.ca](mailto:registration@uoit.ca).

Have a successful year!