**IMPORTANT DEADLINES**

**Add Deadline**  
*Tues, Jan. 23*  
**Form:** Add/Drop  
**Purpose:** To add OR drop courses. After today, you are no longer able to add or drop* courses online via MySlice. Please double-check your course numbers for accuracy. Errors will cause delays in the processing of your form.  
* UC/ISDP can continue to drop through the WD deadline of 4/17/2018

**Grading Option Deadline**  
*Tues, Jan. 30*  
**Form:** Grading Option Application  
**Purpose:** To elect or rescind a P/F or Audit option. You MUST be registered for the course PRIOR to submitting the form, otherwise the form will be returned to your Home College. If you should miss the deadline, you will have to petition the request through your Home College or Dept.

**Financial Deadline**  
*Tues, Feb. 6*  
**Form:** Add/Drop at 100% *(5PM EDT* Deadline)  
**Purpose:** To add OR drop courses. If you plan to add additional courses to your schedule, this is the deadline you don’t want to miss.  
*If you have questions about this deadline, call either your Home College or our Office.

**Academic Drop Deadline**  
*Tues, Feb. 6*  
**Form:** Add/Drop *(5PM EDT* Deadline)  
**Purpose:** To drop courses. Courses are dropped at this time to avoid having a “WD” on your academic transcript.  
*If you have questions about this deadline, call either your Home College or our Office.

**Withdrawal Deadline**  
*Tues, Apr. 17*  
**Form:** 8x11 Petition - You can receive copies from your Dept./Home College ONLY  
**Purpose:** To withdraw from a course. “WD” marks do not affect your GPA in any way.  
*If you have questions about this deadline, call either your Home College or our Office.

**GRADUATING IN 2018?**  
You must file your diploma request on MySlice. (Student Services/File Diploma Request)  
Diploma covers are available for Associate’s, Bachelor’s, Master’s, and Certificates of Advanced Study degrees. To obtain a cover, please come to Rm. 106 Steele Hall for pick up.  
*Undergrad Deadlines: Check w/ Home College (Ex. Arts & Sciences, Information Studies, etc.)  
Graduate Deadline: Check Grad School website

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**Drop Signature Requirements**

**Graduate Students:**  
Contact your department if ‘drop consent’ is required.

**Undergraduate Students:**

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| Architecture       | Instructor or department chair, and advisor  
| Arts & Sciences    | Instructor or department chair, and advisor  
| Management         | Instructor or department chair, and advisor  
| Public Comm        | Instructor or department chair, and advisor  
| Sport & Human Dynamics | Instructor or department chair, and advisor  
| Visual & Performing Arts | Instructor or department chair, and advisor  

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**Syracuse University**  
**Spring 2018**

**Semester Dates:** January 16, 2018 - May 9, 2018

**Office of the Registrar**

106 Steele Hall | 315.443.2422 | Email: registrar@syr.edu

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**Class Start Date**

**Office of the Registrar**

106 Steele Hall | 315.443.2422 | Email: registrar@syr.edu

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**Form:** 8x11 Petition - You can receive copies from your Dept./Home College ONLY

**Purpose:** To add OR drop courses. Courses are dropped at this time to avoid having a “WD” on your academic transcript.

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**Page Dimensions:** 3456.0x2430.0

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**The areas that NEED to be filled out completely.**