



## Academic Calendar 2023-2024

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### Summer Semester 2023

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#### May

**8-12 Mon-Fri** Add/Drop for Summer & Summer 1 courses\*

**8 Mon** Summer and Summer 1 semesters begin.

**29 Mon** Memorial Day No classes, College is closed.

#### June

**8 Thurs** Last day to withdraw from Summer 1 semester course and receive a “WP” or “WF” grade\*

**23 Fri** Last day to withdraw from summer semester course and receive a “WP” or “WF” grade\*

#### July

**1 Sat** Summer 1 semester ends.

**3-8 Mon-Sat** Summer Recess. No classes, College is closed.

#### August

**5 Sat** Summer semester ends.

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### Fall Semester 2023

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#### August

**21 - Sep 1 Mon-Fri** Add/Drop Period for Fall & Fall 1 courses\*

**28 Mon** Fall and Fall 1 semesters begin.

#### September

**4 Mon** Labor Day No classes, College is closed.

**29 Fri** Last day to withdraw from Fall 1 semester course and receive a “WP” or “WF” grade\*

#### October

**9-10 Mon-Tues** Fall Recess No classes.

**16-27 Mon-Fri** Add/Drop Period for Fall 2 courses.

**21 Sat** Fall 1 semester ends.

**23 Mon** Fall 2 semester begins.

**27 Fri** Last day to withdraw from a course and receive a “WP” or “WF” grade\*

#### November

**30 Oct-9 Nov Mon-Thurs** Registration open for Spring courses –closes Nov 9 @ 3:00 PM

**10 Fri** Veterans Day (observed) No classes, College is closed.

**21 Tues** Last day to withdraw from Fall 2 semester course and receive a “WP” or “WF” grade\*

**22-25 Wed-Sat** Thanksgiving Recess, No Classes; College closes at noon on 11/22, all day 11/23-11/25

#### December

**16 Sat** Fall and Fall 2 semesters end.

**25 Mon** College closed.

**30 Sat** College closed.

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### Spring Semester 2024

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#### January

**1 Mon** College closed.

**2-12 Jan** Add/Drop Period for Spring and Spring 1 courses.

**8 Mon** Spring and Spring 1 semesters begin.

#### February

**9 Fri** Last day to withdraw from a Spring 1 course and receive a “WP” or “WF” grade\*

**19 Mon** President’s Day No classes, College closed.

**26 Feb - 8 Mar** Add/Drop Period for Spring 2 courses.

#### March

**2 Sat** Spring 1 semester ends.

**4 Mar- Mon** Spring 2 session begins.

**4-9 Mar Mon-Sat** Spring Recess (program specific)\*\*

**4-8 Mar Mon-Fri** Registration open for Summer & Fall Courses – closes March 8 @ 3:00 PM

**15 Fri** Last day to withdraw from a Spring course and receive a “WP” or “WF” grade\*

#### April

**5 Fri** Last day to withdraw from a Spring 2 course and receive a “WP” or “WF” grade\*

**27 Sat** End of Spring and Spring 2 semesters

#### May

**TBD** College Graduation Class of 2024

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\*Note: All add/drop and last day to withdrawal dates end at end of business that day unless otherwise noted.

\*\*Students in 8-week classes do not have Spring Recess

## Course Withdraw and Refund Policies

### Adding & Dropping or Withdrawing from a Course\*

The “add/drop” period is the timeframe a student may adjust their schedule without any academic or financial penalties. The following schedule represents the timeline for the academic year.

#### Add/Drop Period – courses longer than four weeks.

**Begins:** One week prior to the start of course

**Ends:** End of business Friday of the first week of the course

#### Add/Drop period – 4-week or shorter courses.

**Begins:** One week prior to the start of course

**Ends:** End of business on the 1st day of the course

### Refunds for Tuition and Applicable Fees after Withdrawing

#### Withdrawal from courses longer than 4 weeks

|                                                |      |
|------------------------------------------------|------|
| On or before end of the first week of courses  | 100% |
| On or before end of the second week of courses | 65%  |
| On or before end of the third week of courses  | 35%  |
| Thereafter                                     | 0%   |

#### Withdrawal from courses 4 weeks or shorter

|                                               |      |
|-----------------------------------------------|------|
| On or before the first day of courses         | 100% |
| On or before the end of second day of courses | 65%  |
| On or before the end of third day of courses  | 35%  |
| Thereafter                                    | 0%   |

\*Refer to MCHP’s official Add/Drop, Withdrawal, and Refund Policy for full details