WINTER 2024 REGISTRATION CALENDAR

Hudson Valley Community College

Please note all students must contact the appropriate office by *5pm on Thursday, December 21* to schedule or obtain an Advisement Verification Number (AVN) to schedule via WIReD. Although registration and add/drop are available via WIReD after December 21, the College will be closed December 22-January 1.

Winter Academic Calendar (Class Meeting Schedule)
The calendar below outlines meeting times for classes that meet in-person or remotely. All classes (in-person, online and remote) begin and end on the same dates, but asynchronous online classes do not have specified meeting times.

Monday	Tuesday	Wednesday	Thursday	Friday
December 2022 12/25 COLLEGE CLOSED	12/26 COLLEGE CLOSED	12/27 COLLEGE CLOSED	12/28 COLLEGE CLOSED	12/29 COLLEGE CLOSED
January 2024 1/1 COLLEGE CLOSED	1/2 CLASSES BEGIN 9 a.m.-Noon & 1-3 p.m.	1/3 9 a.m.-Noon & 1-3 p.m.	1/4 9 a.m.-Noon & 1-3 p.m.	1/5 9 a.m.-Noon & 1-3 p.m.
1/8 9 a.m.-Noon & 1-3 p.m.	1/9 9 a.m.-Noon & 1-3 p.m.	1/10 9 a.m.-Noon & 1-3 p.m.	1/11 9 a.m.-Noon & 1-3 p.m.	1/12 CLASSES END 9 a.m.-Noon & 1-3 p.m.

Important Registration Information

How to Register:
Register with an advisor or via WIReD with an AVN.
- Returning students - registration begins October 26
- New students - registration begins October 30

Non-Matriculated Student Registration:
Non-Matriculated students may register and seek advisement (obtain an AVN) with the Office of Student Outreach, Advisement and Retention, Guenther Enrollment Services Center, Suite 231, (518) 629-7219 or coned@hvcc.edu.

Drops for Non-payment:
Students who have not paid by the noted deadlines will be dropped for non-payment.

Add/Drop:
Add/drop is available on the web via WIReD with an AVN prior to the term start date. Students may also add/drop with an academic advisor during business hours through the first day of the term. Please review Dates and Deadlines for add/drop information. Please note, a course must be dropped prior to the term start date in order to receive a full refund.

Withdrawals:
Students withdrawing from all winter courses can withdraw by sending a request to registrar@hvcc.edu via HVCC e-mail or visiting the Registrar's Office with picture ID.

Students withdrawing from a course and remaining scheduled in a course must complete a Course Withdrawal Form with an academic advisor.

Please review Dates and Deadlines for withdrawal information.

Refunds:
The effective date of a drop/withdrawal is the date an email request or completed form is received in the Registrar's Office. This effective date is used for refund calculation. If the College is closed, a student may e-mail registrar@hvcc.edu via HVCC student e-mail account to request a drop/withdrawal. Please review Dates and Deadlines for refund information. Refunds are initiated, generated and processed by the Cashier's Office. If you have any questions please contact the Cashier's office via email at cashier@hvcc.edu or via phone at (518) 629-4504.

Certificate of Residence:
Certificates must be dated on/after November 3, 2023 (within 60 days of the start date).

Billing:
Bills are sent via postal mail to the student's permanent address on file and via e-mail to the student's college (@hvcc.edu) email address. Bills will be mailed on November 1, 8, 15 and 29. Bills are emailed nightly with the exception of December 7. Students can request a bill via e-mail in Hudson Valley WIReD from My Enrollment Step Checklist or the Student Accounts menu.

Dates & Deadlines

Section Numbers	900's
Session Dates	1/2/24-1/12/24
Payment Reminder	11/29/23
Tuition Due Date *Schedule Drop for Non-Payment*	**12/7/23 5 p.m.**
Payment Reminder	12/15 & 12/21
Course Cancelled for Low Enrollment	12/20/23
Last day for 100% refund & complete terminations	**1/1/24**
Add/Drop & Final Registration Period	1/2/24
Final Schedule Drop for Non-Payment	**1/2/24 5 p.m.**
25% refund of tuition for complete terminations	1/2/24
Withdrawal period begins	1/3/24
25% refund of tuition for withdrawals	1/3/24-1/4/24
Withdrawal Deadline	1/11/24

Revised – 10/23/2023