

## Things You Should Know for Fall 2016

### SU Tech Support

*Video script text (5-6-16)*

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## Things You Should Know for Fall Semester 2016

Summit University® Online  
Updates

In this video, we will give you an overview of things that you should know about Fall Semester 2016.

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### In this update:

- NEW How to Register video
- Changes to registration/payment policies
- Late fees
- Important dates
- Important info on class scheduling

This semester's updates include:

- A new How-To Video on Registration,
- Changes to registration and payment policies,
- Information on late fees,
- Dates you need to know, and
- Important information about scheduling for upcoming classes.

You can read about all of these items in detail in the **Fall Semester 2016 PDF**. This PDF is available in the **Program Information folder**. To access it, go to the **Student Portal Dashboard** and click on **Program Information**.



SU Tech Support has created a new video on How to Register and pay for your classes. Be sure to watch this video for easy-to-follow registration instructions **BEFORE** you register for Fall Semester 2016. You can find it on the SU Tech Support website at <http://summituniversity.org/howtoregister>.

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### Changes to Registration and Payment Policies

- No installment plans available
- All students must PAY IN FULL before a class begins
- Students with an outstanding balance will be blocked from accessing classes until their tuition and fees are paid in full

Our registration and payment policies for Fall Semester 2016 have changed significantly from Spring Semester 2016. Gone are the installment plan and the ability to pay partial tuition payments throughout the semester. These policies have been replaced by a simple full payment plan where all students are required to pay in full for a class **before** it begins. Students who have an outstanding balance on the first day of class will be blocked from accessing their classes until this is paid.

## Late Fees

- 10% of tuition and fees
- Added if tuition and fees are not paid by due date
- Students with an outstanding balance will be blocked from accessing classes until their tuition and fees are paid in full

Students who do not pay their tuition by the scheduled due date will be assessed a 10% late fee and will not be able to access their classes until their tuition is paid.

## Two Registration Cycles

Classes	When to Register
Session 1 and 3-credit classes	Register and pay BEFORE semester begins
Session 2 classes	Register and pay DURING the semester, beginning in Weeks 2-3

Beginning with Fall 2016, students will now register for Session 1 and 3-credit classes separately from Session 2 classes. This table shows you an overview of the new registration timeline. Students will register for Session 1 and 3-credit classes prior to the start of the semester, as they have done in the past. However, Session 2 class registration will now take place in a separate registration cycle **during** the semester. Be sure to keep an eye on the Upcoming Events area on your Orbund Dashboard and watch your email for announcements about when Session 2 registration will open. Typically, this will be available beginning the second or third week of the semester.

## Dates to Remember!

Date	REMEMBER!
August 8	Last day to register and pay for Session 1 and 3-credit classes
August 9-15	Late registration for Session 1 and 3-credit
August 16	Fall Semester 2016 begins
October 11-17	Fall Break Week <i>*MSC-B Intensive is Oct. 11-14 (register with Session 2 classes)</i>
September 1	Session 2 registration opens
October 3	Last day to register and pay for Session 2 classes
October 4-17	Late registration for Session 2
October 18	Session 2 classes begin
December 12	Last day of Fall Semester 2016

And speaking of important timelines, here are a few key dates that you need to know:

- Register and pay for all Session 1 and 3-credit classes by August 8.
- The late registration period for Session 1 and 3-credit classes runs August 9-15.
- Fall Semester 2016 begins on August 16.
- Fall Break is scheduled for October 11-17.
- MSC-B students who plan to attend the Intensive during the break week will register for the Intensive during the Session 2 registration period, which begins on September 1 and runs through October 3.
- Late registration for Session 2 is October 4-17, with Session 2 classes starting on October 18.
- The last day of the semester is December 12.

You will see many of these important dates in the **Upcoming Events widget** on your **Student Portal Dashboard**, but you can always reference them in the **Academic Calendar** on the SU website too. Just click on the link in the Dashboard to see this calendar.

A list of all classes that will be offered this semester can also be found on the **Academic Calendar** page of the website. If have 12 or more credits and are planning to complete a program by the end of Spring Semester 2017, any courses that you need that are not available this fall will be available in Spring 2017. Please know that we keep a close eye on students as they get ready to graduate and do our best to offer the courses that these students need so that they can complete their programs.

## Questions?

- SU Registrar:  
[Registrar@SummitUniversity.org](mailto:Registrar@SummitUniversity.org)
- SU Tech Support:  
<http://summituniversity.org/help>

If you have any questions, please don't hesitate to contact the SU Registrar at [Registrar@SummitUniversity.org](mailto:Registrar@SummitUniversity.org). And, of course, SU Tech Support is available to assist you with your technical questions at <http://summituniversity.org/help>.

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Summit University® Online  
**Updates**

And that's what you need to know about Fall Semester 2016. Have a great Fall Semester!