



UNIVERSITY OF  
NORTHWESTERN  
ST. PAUL

# SPRING 2023 TRADITIONAL UNDERGRADUATE CLASS SCHEDULE

Access to registration through theROCK is available for schedule changes for continuing students through:

- January 11 for Quad 3 courses
- January 16 for Semester length courses
- March 15 for Quad 4 and Extended# courses

After the above deadlines, all changes must be made by submitting a Drop/Withdrawal/Add form located on theROCK.

#Extended registrations such as internships, directed studies, tutorials, co-curricular courses, research, and workshops must be added by **Monday, March 20**. If internship is secured after the deadline, please consult with faculty supervisor.

## FIRST DAY OF CLASSES

Quad 3: Monday, January 9  
Full Semester: Monday, January 9  
Quad 4: Monday, March 13

## LAST DAY TO DROP Without Transcript Notation (No W')

Quad 3: Tuesday, January 17  
Full Semester: Monday, January 23  
Quad 4: Monday, March 20  
#Extended: Monday, March 20

## LAST DAY OF CLASSES

Quad 3: Wednesday, March 1  
Full Semester: Thursday, May 5  
Quad 4: Thursday, May 5

## LAST DAY TO ADD

Quad 3: Tuesday, January 17\*  
Full Semester: Monday, January 23\*\*  
Quad 4: Monday, March 20\*\*\*  
#Extended: Monday, March 20

## LAST DAY TO WITHDRAW (GRADE OF 'W')

Quad 3: Monday, February 13  
Full Semester: Wednesday, March 29  
Quad 4: Wednesday, April 19  
#Extended: Wednesday, April 19

## FINAL EXAMS

Quad 3: Tues., Feb 28- Wed., March 1\*\*\*\*  
Full Semester: Mon., May 8- Thurs., May 11  
Quad 4: Mon., May 8- Thurs., May 11

\*If **Quad 3** courses are added January 12 through January 17, course instructor signature is required.

\*\*If **full semester** courses are added January 17 through January 23, course instructor signature is required.

\*\*\*If **Quad 4** courses are added March 16 through March 20, course instructor signature is required.

\*\*\*\*Feb 28-Mar 1: when day classes have final exams; evening final exams occur during the last class period.

### COURSE OVERLOAD

Registration for more than 18 credits per semester constitutes a course overload. The following requirements must be met. If you do not meet these requirements, you may submit an Exception to Academic Policy form to the Registrar if adding a traditional undergraduate (TRAD) course puts you above 18 credits, or a Dual Enrollment (DE) Individual Course Registration form if adding a DE class puts you above 18 credits.

<u>Credits</u>	<u>Minimum Cumulative GPA</u>
19	3.00
20	3.25
21	3.50

New freshmen are not permitted to take an overload during their first semester.

### WAIT LISTS

Wait lists of normally 5 students are allowed on most classes up until the day before the quad or semester start. If you are put on a wait list, you will be notified by the Registrar's Office if you can be in the course. A copy of your schedule with the course added will be sent to your MC or an e-mail will be sent to your UNWSP e-mail account. If you have not received notification from the Registrar's Office, you should attend the first day of class to see if there are any vacancies. The Registrar's Office will be checking with instructors to see who can be added after classes start, and will inform you if you can be in the class. You can also have your instructor sign a Drop/Withdrawal/Add form or a Registration Permission form and bring this to the Registrar's Office.

NOTE: If you are registered for a course but do not attend the first day, the instructor of the course has the option of removing you from the class list.

**COURSE OVERRIDES:** If a class is full or you have not met the prerequisite, you must obtain course authorization (instructor does online override permission, or signed drop/add form after online registration is no longer available) from the instructor and then either register yourself on theROCK or stop in the Registrar's Office.

### CORRECTIONS IN CLASS SCHEDULES

The Class Schedule is subject to change and may be adjusted as necessary to meet student, faculty and college needs. Please check theROCK>Academics Tab>Registration Tools>Browse Classes for the latest information.

### TUITION AND FEES

For information about charges if taking less than 12 credits or over 18 credits, and refund of tuition and fees, see the Northwestern catalog located on the Academics tab on theROCK or contact Student Accounts at 651-631-5352.

**DE (online) courses are billed in addition to any TRAD courses.**

### ABBREVIATION KEY

<u>Buildings/Rooms</u>		<u>Class Days</u>	
BRC	Berntsen Library	M	Monday
E	Ericksen Center	T	Tuesday
F	Totino Fine Arts Center	W	Wednesday
G	Billy Graham Comm Life Commons	R	Thursday
KPH	Knight Performance Hall	F	Friday
MJ	Mel Johnson Media Center	S	Saturday
N	Nazareth Hall		
R	Riley Hall		
RS	Rosedale Square North	<u>Other</u>	
SC	Student Center	Sec	Section
W	Wilson Center		

### FINANCIAL AID INFO

Withdrawal from a course may result in reduction or cancellation of financial aid. Students should contact the Financial Aid Office before dropping below 12 credits (or 15 credits for those receiving MN State grant).