



**9 WEEK CLASSES**

begin the week of June 1, 2009 and end the week of July 27, 2009

- Last date to drop without record .....June 7, 2009
- Last date to use permission numbers .....June 7, 2009
- Last date to change grading basis .....June 21, 2009
- Last date to drop and receive a "W" mark .....July 19, 2009
- **DEADLINE FOR A REFUND ..... June 7, 2009**

**5 WEEK CLASSES**

begin the week of July 13, 2009 and end the week of August 10, 2009

- Last date to drop without record ..... July 19, 2009
- Last date to use permission numbers ..... July 19, 2009
- Last date to change grading basis ..... July 26, 2009
- Last date to drop and receive a "W" mark ..... August 9, 2009
- **DEADLINE FOR A REFUND ..... July 19, 2009**

**FIRST 6 WEEK CLASSES**

begin the week of June 1, 2009 and end the week of July 6, 2009

- Last date to drop without record .....June 7, 2009
- Last date to use permission numbers .....June 7, 2009
- Last date to change grading basis .....June 14, 2009
- Last date to drop and receive a "W" mark ..... July 5, 2009
- **DEADLINE FOR A REFUND ..... June 7, 2009**

**MID 6 WEEK CLASSES**

begin the week of June 15, 2009 and end the week of July 20, 2009

- Last date to drop without record .....June 21, 2009
- Last date to use permission numbers .....June 21, 2009
- Last date to change grading basis .....June 28, 2009
- Last date to drop and receive a "W" mark ..... July 19, 2009
- **DEADLINE FOR A REFUND ..... June 21, 2009**

**LESS THAN 5 WEEKS CLASSES**

- **DEADLINE FOR A REFUND ..... FIRST DAY OF CLASS**



**\*PLEASE NOTE:** The deadline dates fall on the weekend.

**ONLY the Online and Telephone registration systems** are available during the weekends, holidays and flex days until 11:00 PM

If you need assistance please come to the Admissions & Records Office on either campus by 5:45 pm Thursday **prior to the stated deadline date.**

**Admission & Records Office Hours**

(LAC and PCC)  
Monday – Thursday  
7:30 AM – 6:00 PM

College closed Fridays  
June 1 - August 9, 2009

Refund of Enrollment Fees

Enrollment fees will be automatically refunded to students who OFFICIALLY withdraw during the refund/transfer period. A balance due is not cleared by never attending a class for which a student has registered.

California State Law States:  
California Administrative Code Title 5,  
Division 6, Section 58508, Refunds:

A community college district governing board shall refund upon request any enrollment fee paid by a student pursuant to section 58501 for program changes made during the first two weeks of instruction for a primary term-length course, or by the 10 percent point of the length of the course for a short-term course. (For example, the 10 percent point for a nine week course would be one week).

Refunds will NOT be given for drops after the deadline. Special Action requests MUST be circumstances beyond the control of the student such as accident, medical emergency, etc.