

# Winter 2024 – SUNY KOREA - SBU Academic Calendar Undergraduate/Graduate Students

**SUBJECT TO CHANGE (Rev. 04/19/2022)**

## Tuition Liability Deadlines

For detailed information on tuition, fees, and/or other financial information, please visit the Finance Team.

Withdrawal from Winter Session	Tuition Refund	Tuition Liability	Deadline
On or before 3 <sup>rd</sup> day of class	100%	0%	On or before Jan. 4, 2024
On or before 5 <sup>th</sup> day of class	30%	70%	Jan. 5, 2024 – Jan. 9, 2024
After the 5 <sup>th</sup> day of class	0%	100%	On or after Jan. 10, 2024

\* Last day to drop/withdraw without tuition liability. Offices are closed on weekends. Students may request the term withdrawal by submitting an email to Academic Affairs at [academicaffairs@sunykorea.ac.kr](mailto:academicaffairs@sunykorea.ac.kr). Term Withdrawals are processed based on date received.

## Registration Deadlines

For detailed information on enrollment processes, withdrawing or taking a leave of absence, [registration definitions](#), and/or forms, undergraduate students may visit their corresponding advising office (A201), or the [Undergraduate Bulletin](#).

Wed, Nov. 1, 2023	• <b>Registration Start:</b> Winter Session Registration Begins
Tue, Jan. 2, 2024	• <b>Session Start:</b> Classes begin. Late registration fee applies (\$50)
Thu, Jan. 4, 2024	• <b>Late Registration:</b> Last day to add courses without permission (late fee \$50 applies).
Mon, Jan. 8, 2024	• <b>Late Registration Ends:</b> Last day to swap a course. Last day to add courses <u>with</u> permission (late fee \$50 applies). Last day students can be enrolled from a waitlist. Late day to drop courses without a "W" being recorded or tuition liability.
Fri, Jan. 19, 2024	• <b>Withdrawal:</b> Last day to withdraw from one or all Winter Sessions courses – "W" assigned • <b>GPNC:</b> Last day for undergraduate students to change courses to or from Graded Pass No Credit Option
Fri, Jan. 26, 2024	• <b>Session End:</b> Official End of Session

## Academic Policy for "Cancelled Class Sessions"

Any class section(s) that are "cancelled" must be rescheduled on a "scheduled make-up date" in order to provide students with the number of hours of instruction required for the credits to be earned at the end of the Winter Session term. This requirement must be adhered to as per the State Education Department (SED).

Date	Information
Monday, January 8, 15, 22	Monday, Make up days for T-F classes, if needed
Saturday, January 6, 13, 20	Saturday, Make up days for T-F classes, if needed

Faculty, instructors and graduate students must be prepared to schedule make-up session(s) for any class sessions that are cancelled during the scheduled dates provided.

## Winter 2024 Deadlines for Graduate Students

Date	Winter 2024 Deadlines
Four weeks before defense	Defense Committee Requests due to the Graduate School from Departments.
Fri, Oct. 20, 2023	Last day for Graduate Students to apply for graduation online and be included in the December Commencement program. The online form can be found <a href="#">here</a> : Application for Graduation (Masters students should apply via SOLAR) The SOLAR application for graduation will also be available until Friday, October 20, 2023. All candidates that apply for graduation after November 10th will NOT BE included in the publication.
Fri, Jan. 26, 2024	Last day for Graduate Students to file theses/dissertations with the Graduate School Office. Note: Extensions to this deadline are not granted.
Mon, Feb. 12, 2024	Last day for Departments to submit completion statements for candidates who have completed all requirements for the degree.

## Student Responsibility

Students are responsible for reviewing, understanding, and abiding by the University's regulations, procedures, requirements, and deadline as described in official publications. This includes, by way of example only, this Academic Calendar, the Undergraduate/Graduate Bulletin, the University Conduct Code, and class schedules.