Spring Semester 2013
Cedarville University

Registration Schedule

Seniors / Specials *(91+ cr. hrs. completed)*	October 23	October 24	
Juniors *(61-90 cr. hrs. completed)*	October 25	October 26	
Sophomores *(31-60 cr. hrs. completed)* **and 2nd Year Freshmen**	October 30	October 31	November 1
First Year Freshmen *(1-30 cr. hrs. completed)*	November 13	November 14	November 15

Classification is determined by the total hours completed at the time of registration. Credit hours for Fall Semester courses are not included.

Steps in On-line Registration
~Upperclassmen~
(includes Seniors, Juniors, Sophomores, & 2nd-year Freshmen)

1. Your Registration Date and Time, and your 'Registration Access Code' will be provided to your advisor prior to the registration period.
2. View your Registration Date and Time through CedarInfo.
3. Meet with your advisor to discuss your Spring Semester class schedule.
4. Complete your registration process on-line during your assigned registration period:
   ‣ In your advisor's office *(or)*
   ‣ At another computer on campus

To register for **overloads** or **instructor-permission courses**, you must come to the Office of the Registrar in SSC-132

Steps in On-line Registration
~First Year Freshmen~

1. A tentative schedule will be prepared for you by the Office of the Registrar.
2. Your Registration Date and Time, and your 'Registration Access Code' will be provided to your advisor prior to the registration period.
3. View your Registration Date and Time through CedarInfo.
4. Print your tentative schedule through CedarInfo ('*View your class schedule*') beginning Monday, November 12.
   ‣ Your tentative class schedule will be prepared for you according to your current declared major.
   ‣ You do not need a 'Class Registration Form' for on-line registration, and you do not need to return or confirm your schedule with the Office of the Registrar.
5. Meet with your advisor to discuss your Spring Semester class schedule.
6. Complete your registration process on-line during your assigned registration period:
   ‣ In your advisor's office *(or)*
   ‣ At another computer on campus

To register for **overloads** or **instructor-permission courses**, you must come to the Office of the Registrar in SSC-132

Waitlisting is available...

... if a class for which you wish to register is closed, the online registration process allows you to request to be placed on a waitlist for the course.

... students whose names are included on the waitlist will be given priority to register for the class if a space becomes available at a later time.

... adding your name to a waitlist does not guarantee that you will get the course. It is advisable to register for an alternative course while you wait to see if a space becomes available.

... the Office of the Registrar will contact waitlisted students if space becomes available in a course and assist them in adding the course to their schedules.

On-line registration will close at 8:00 a.m. on Monday, November 5 so freshman schedules can be prepared. On-line registration will re-open on Tuesday, November 13. No registration changes will be processed while the freshman scheduling process is being completed**.**

Financial Information

Payment Methods:
Check: Make your check payable to Cedarville University. Write your ID# on your check

Please mail all payments to:

Attn: Cashiers Office
Cedarville University
251 N. Main St.
Cedarville, OH 45314

Guaranteed Student Loan Check: Please see a cashier.

If your account is not paid in full by January 4, 2013, interest will be charged at a rate of 1.083% monthly (13% annually).

You may view your account balance on CedarInfo, or you may contact a cashier at 937-766-7824. You may also view your "current invoice" on CedarInfo as well.

Early registration for Spring Semester begins October 23...

Your registration access code can be used to drop/add courses until 5 p.m. on January 14th

Tuition Refund Schedule

Dates	Refund	Transcript Will Show
1/8 - 1/18	100%	No Record
1/21 - 1/25	75%	W
1/28 - 2/1	50%	W
2/4 - 2/8	25%	W
2/11 - 3/22	0%	W
3/25 - 4/5	0%	WP / WF
4/8 - 5/3	No Drops Permitted	

Last day to Register for a class: January 14

Last day to drop a class: April 5

Final Exam Schedule

Final exams for Spring Semester 2013 will be held in the regular classrooms where the classes meet during the semester. Classes which meet at times other than listed below will have their exams on Friday at 3:30-5:30 pm or another time as designated by the instructor.

Class Time	Exam Date	Exam Time
MWF, MW, M-R, M-F		
8:00	Wednesday, May 1	8:00 - 10:00 am
9:00	Friday, May 3	8:00 - 10:00 am
11:00	Wednesday, May 1	10:30 am - 12:30 pm
12:00	Friday, May 3	10:30 am - 12:30 pm
1:00	Wednesday, May 1	1:00 - 3:00 pm
2:00	Thursday, May 2	1:00 - 3:00 pm
3:00	Friday, May 3	3:30 - 5:30 pm
4:00	Wednesday, May 1	3:30 - 5:30 pm
TR		
8:00 or 8:30	Tuesday, April 30	8:00 - 10:00 am
9:00	Thursday, May 2	8:00 - 10:00 am
11:00	Thursday, May 2	10:30 am - 12:30 pm
12:00 or 12:30	Tuesday, April 30	10:30 am - 12:30 pm
1:00	Tuesday, April 30	1:00 - 3:00 pm
2:00	Tuesday, April 30	3:30 - 5:30 pm
3:00 or 3:30	Thursday, May 2	3:30 - 5:30 pm