CALIFORNIA STATE UNIVERSITY BAKERSFIELD | **Extended Education**

JANUARY 08.............. **FIRST DAY TO SUBMIT OPEN UNIVERSITY REGISTRATION FORM. MUST INCLUDE INSTRUCTOR APPROVAL** or form will be rejected. Instructor approval can be signature on form or their forwarded email stating you can join their course through Open University. Forms with approvals can be submitted in-person at the Extended Education office or via email at openu@csub.edu

January 15................... **HOLIDAY** – Martin Luther King, Jr. Day – Campus Closed

January 22................... **First Day of Classes**

January 29................... Begin **LATE FEE** of $25 for Open University Enrollment

February 02 .... **Last day to submit** Open University registration form with Late Fee (Any forms submitted after this date must be accompanied by a letter from the professor stating that you have been attending class).

February 09................ **LAST DAY TO PAY FEES OR MAKE PAYMENT ARRANGEMENTS –** may be dropped for non-payment

February 12................. Last day for partial refund (60%)

February 16................. Census Day - Last day to withdraw from classes without a "W" being recorded; withdrawal from classes after this date and continuing through the next four-week period will be permitted only for serious and compelling reasons and will require written approval by the Instructor and Extended Education

February 16................. Last day to change between audit and letter grading and credit/no credit

March 24 – 31............. **SPRING SEMESTER BREAK** – Campus Closed

April 01....................... **HOLIDAY** – Cesar Chavez Day Observed – Campus Closed

April 19....................... Last day to withdraw from classes for serious and compelling reason (requires Dean or Department chair approval)

May 10........................ Last Day of Classes

May 11 – 17................ Examination Periods

May 21 – 22................ Grades Due

May 27........................ **HOLIDAY** – Memorial Day – Campus Closed

DROP/REFUND POLICY	AMOUNT
Drop prior to the first day of the Semester	100% Refund
Drop on or before January 26	100% Refund
Drop January 27 through February 12	60% Refund
Drop after February 12	No Refund
Course Cancellation for Any Reason	100% Refund

Runner Card: The Runner Card serves as a student ID card for the library, and a debit card for the Runner Café, and the Runner Bookstore and campus copy machines. The cost is $10.00. The office is located in the library, Lower Level. Phone number is (661) 654-2009. Website: https://www.csub.edu/its/services/service-areas/photo-id

AccessCSUB: AccessCSUB is the hub for all your accounts at CSUB. Use the links on this site to login to Canvas for online courses and check your CSUB student email account. The university-assigned student email account is the official means of university communication with all students. Website: https://www.csub.edu/accesscsub