

# WINTER TERM

# 2019

DECEMBER 15, 2018 - JANUARY 13, 2019

## IMPORTANT INFORMATION

- Departments will need to build their Winter Term courses during the schedule input for Spring Classes
- When confirming courses, students must confirm for Spring I 2019. If student is using Financial Aid, they must confirm for both Spring and Spring I

## ACADEMIC CALENDAR

**Nov. 13** - Priority registration begin  
**Dec. 11** - Students who have not paid fees and/or confirm classes by 9:00pm will be dropped; AP OneStop will not be available beginning 9:00pm and will reopen Dec 12<sup>th</sup> at 8:00am  
**Dec 14** - Last day to receive 100% refund  
**Dec 15** - Classes Begin  
**Dec 21** - 14<sup>th</sup> day of processing classes; Last day to drop without record; Last day to receive 75% fee adjustment  
**Dec 31** - Last day to drop with an automatic "W"  
**Jan 9** - Last day to drop with a "W", "F"  
**Jan 13** - Last day of classes

## PURGE DATES

DECEMBER 11

DECEMBER 14

\*\*Please remember that the student must confirm before 9:00 p.m. on the dates listed above

## REGISTRATION

Begins with spring priority on November 13

- Students can only register up to two courses during Winter Term, registering for a lecture and lab is considered as two separate courses
- Course taken in Winter Term cannot serve as a pre-requisite for a course a student wishes to take in the Spring semester unless a permit is given by the academic department
- Students can register for Winter Term courses in AP OneStop by selecting "Winter Term" under the term selection
- Any student needing to process a late add request can do on their AP OneStop under registration

## STUDENT FINANCIAL AID

- A student must be registered for both Winter Term and spring prior to any eligible aid authorizing for confirmation purposes
- If a student is confirmed for Winter Term based on financial aid, and subsequently withdraws from Spring semester courses, the student will be responsible for Winter Term billing
- If considering dropping a Winter Term course after the beginning of the semester, a student should contact the Office of Student Financial Aid at 931-221-7907 or sfao@apsu.edu

## SUPPORT SERVICES

### **Academic Support**

Online Tutoring • Writing Tutor  
Tutor.com

### **Library Services**

Open Limited hours  
Online Resources available 24/7  
<https://libguides.apsu.edu/az.php>

### **Disability Services**

Testing Services • Alternative textbooks • Computer  
Lab services • Guidance • Counseling  
M-F 8:00a.m. to 4:30p.m.  
12/24-12/28 Email only • [Disabilityservices@apsu.edu](mailto:Disabilityservices@apsu.edu)

## TECHNOLOGY SUPPORT

### **Distance Education Support Desk**

D2L • Examity • TurnItIn • Kaltura • Respondus  
931-221-6625  
M-F 8:00a.m. to 4:30p.m.  
[online@apsu.edu](mailto:online@apsu.edu)

### **Govstech Help Desk**

Account Management • Software Issues • Hardware  
931-221-HELP  
M-F 8:00a.m. to 4:30p.m.  
[govstech@apsu.edu](mailto:govstech@apsu.edu)