



## Summer 2024 Registration Instructions: Traditional Undergraduate Students

Tuition rates for summer courses may be found at <https://emu.edu/business-office/fees>. Payment is due prior to the first day of each class.

For payment questions, contact Rebekah Amstutz in the EMU Business Office: [rebekah.amstutz@emu.edu](mailto:rebekah.amstutz@emu.edu) or (540) 432-4116.

**To register for a summer class or to make registration changes February 26 through May 5:** go to myEMU / Academics / myStudentActivities and register using the Add/Drop feature.

**To register or make registration changes after May 6:** contact the University Registrar's Office: [registrar@emu.edu](mailto:registrar@emu.edu).

**To register for an independent or directed study:** complete and submit the Summer Independent/Directed Study form available on the Academics Home Page of myEMU **by May 31**.

The following registration deadlines pertain to each group of courses as identified.

<b>Last day to ADD classes</b>	Courses with Specified Dates	2nd day of class
	Courses with Dates to Be Arranged	May 31, 2024
<b>Last day to DROP w/o grade</b>	Courses with Specified Dates	**
	Courses with Dates to Be Arranged	June 7, 2024
<b>Last day to WITHDRAW</b>	Courses with Specified Dates	**
	Courses with Dates to Be Arranged	June 14, 2024

\*\* Classes with specified dates may be dropped with no grade through the first 1/3 of class meeting dates, and be withdrawn with a "W" grade through the second 1/3 of class meeting dates. Contact the Registrar's Office [registrar@emu.edu](mailto:registrar@emu.edu) for drop and withdrawal deadlines for a specific course.

Refund percentages for courses that run May 6 - August 16 will be calculated following a formula similar to the one used for fall and spring semesters. Refunds for courses that run for shorter periods will be calculated on a pro-rated basis.

Registration changes for summer intercultural experiences are reviewed on an individual basis.

--University Registrar's Office, February 2024