



Automatic Drop for Non-payment Spring 2019 (subject to change)

- All automatic drops occur between 7 a.m. and 8 a.m. on each of the scheduled drop days:
 - ***Payment must be made in advance of 7 a.m. to avoid being dropped***
 - ***Registration will be suspended between 7 a.m. and 8 a.m. to initiate the drop for non-payment process***
 - ***Drops take place no matter when the class starts during the term.***
- Students must drop prior to the first day of class or they will be responsible for tuition
- Multiple drops for non-payment will initiate a registration hold on a student account, and student must then register and make payment in person

All Tuesdays (unless otherwise noted)

Date	Day	Drop Type	Other Important Dates
10/15/18			Spring Registration Opens
12/04/18	Tuesday	Automatic Drop	6 weeks prior to start of class
12/11/18	Tuesday	Automatic Drop	5 weeks prior to start of class
12/18/18	Tuesday	Automatic Drop	4 weeks prior to start of class
01/02/19	Wednesday	Automatic Drop	2 weeks prior to start of class
01/08/19	Tuesday	Automatic Drop	Week before instruction begins
01/09/19	Wednesday	Automatic Drop	
01/10/19	Thursday	Automatic Drop	
01/11/19	Friday	Automatic Drop	
01/14/19	Monday		Spring term begins (No Drop)
01/18/19	Friday	Manual Drop	Deadline for 100% refund is 1/20/19
01/25/19	Friday	Manual Drop	Deadline to add with instructors signature
02/01/19	Friday	Manual Drop	
02/08/19	Friday	Manual Drop	
02/15/19	Friday	Manual Drop	
03/08/19	Friday	Manual Drop	5 week classes begin 3/4/19
04/12/19	Friday	Manual Drop	5 week classes begin 4/8/19

- Students will be notified through email if they have been dropped for non-payment. Please make sure your email addresses are up-to-date.
- Payment options are at www.coconino.edu/cashier.
- To avoid credit card fees, pay by Echeck online or by phone, or in person with PIN entry.