CHANGE IN REGISTRATION

Once students have registered for classes, changes in registration must be made according to the procedures listed below. Whenever students make any changes in registration, they should keep copies of their new schedules as verification of the changes. Changes in registration may affect financial aid. Students are advised to consult with a financial aid counselor before making any changes to their enrollment status. See the Financing graduate school (http://bulletin.vcu.edu/graduate/study/financing-graduate-school) section of this chapter for detailed information.

Cancellation of registration

To cancel registration, students must notify, in writing, the Office of Records and Registration before the end of the add/drop period, or drop all classes using the Web registration system. Refunds are issued in accordance with procedures described under the refunds section of this chapter. For readmission guidelines, refer to the admissions section.