

**Office of the Registrar – Purdue Polytechnic Statewide
SPRING 2021 DROP/ADD REFUND DEADLINE DATES**

TO ADD or CHANGE CREDITS or CHANGE GRADE MODE

Vincennes and Indy (VN)	Statewide (SW) AN, CO, KO, LF, NA, RI, SB	AUTHORIZATIONS REQUIRED
Jan 19 – Jan 25	Jan 19 - Jan 25	Students may add courses with their Student Services Coordinator
Feb 1	Feb 1	Last day to audit a course; an Audit Form is required.
Jan 26- Feb 12	Jan 26 – Feb 12	Advisor and Instructor- Take completed Form 23 Student Services Coordinator
Feb 13- Mar 22 Feb 13- April 30 for grade mode change only	Feb 13 – Mar 22 Feb 13- April 30 for grade mode change only	Advisor, Instructor, and Head of Department in which the course is listed Take completed form to Student Services Coordinator

TO DROP A COURSE

12 Weeks	Statewide (SW)	AUTHORIZATIONS/ACKNOWLEDGEMENTS REQUIRED
Jan 19- Feb 1	Jan 19 – Feb 1	(Course not recorded on transcript) Students may drop courses with their Student Services Coordinator
Feb 2- Feb 12	Feb 2 – Feb 12	Advisor approval. (Course recorded with a grade of “W”) Take completed Form 23 to Student Services Coordinator
Feb 13 – April 30	Feb 13 – April 30	Advisor approval and Instructor shall indicate whether passing or failing at time of withdraw. Grades of “W”, “WF”, or “WN” will be recorded. Students with a classification of 1 or 2 do not need the instructor’s acknowledgment; grade will be “W.” Take completed Form 23 Student Services Coordinator

REFUND PERCENTAGE OF FEES & TUITION for full withdraws

****PREPAYMENT BEGINS JAN 27, 2021****

Vincennes & Indy	Vincennes & Indy Refund Amount	All Other locations AN, CO, KO, LF, NA, RI, SB	All Others Refund amount	LEGEND
Before Jan 26	100%	Before Jan 27	100%	Statewide SW = January 19 – May 8 Reading Days/No classes- Feb 17, Mar 18, Apr 13 No Spring break Vincennes & Indy January 19 – May 7 Remote instruction Jan 19-29 No Spring break
Jan 26 – Feb 1	75%	Jan 27 – Feb 2	80%	
Feb 2 – Feb 8	50%	Feb 3 – Feb 15	60%	
Feb 9 – Feb 15	25%	Feb 16 – Mar 1	40%	
After Feb 15	NONE	After Mar 1	NONE	

- Information on refunds or withdrawing from the University may be found at the following Web site: <https://www.purdue.edu/bursar/tuition/refund-withdrawals/policies.php>.
- Students withdrawing from ALL course assignments after classes have begun should go to myPurdue, Academic tab, and click on Withdraw Information.
- The revision/refund dates on this calendar apply to courses that exactly fit the time frames listed. Courses offered outside of these time frames have their own deadlines (2-week courses, etc.). For assistance, please contact Customer Service at 494 - 6165.