``

CTC

COLUMBUS TECH

SUMMER SEMESTER 2024
REGISTRATION CALENDAR

Class Dates: May 13- July 29, 2024

Registration/Web Registration …………………………………………………………..**March 25- May 9**

Guaranteed Processing Date for Enrollment……………………………………………………**May 13**

Guaranteed Processing Date for Federal Pell Grant…………………………………………...**April 12**

Guaranteed Processing Date for HOPE Scholarship/Grant and Zell Miller Scholarship/Grant … **April 12**
Deadline for degree students to submit HOPE GPA Evaluation Request to Financial Aid **………April 12**

 Deadline for degree students to submit HOPE GPA Evaluation Request to Financial Aid for
Completion by the end of the term--…………………………………………………………...**May 13**

New Student Orientation/Registration Sessions……………………………………………….**May 1**

<u>Orientation</u>: 9:00 am or 5:00 pm   <u>Registration</u>: 10:00 am or 6:00 pm

Cancellation of Schedules for Non-Payment of Tuition/Fees (3 pm)... **May 9**

Classes Begin: .... …**May 13**

LAST DAY TO DROP CLASSES FOR A 100% REFUND AND NO PENALTY: May 15, 2024.

 Late Registration/Drop/Add (W.G. Hartline Building Rm. A-153 Academic Advisement Center)
     (8:30 am – 6:30 pm)..**May 13 -15**

All fees for classes added during drop and add period May 13-15, 2024 are due at that time.

Final Date to Change Major .... **May 15**

Course Audit Request Deadline.. **May 15**

Exemption Exam Request Deadline .... **May 15**

Graduation Eligibility Screening Deadline .... May 13

Please see your faculty advisor for guidance in your course selection.

Exemption Exams

Apply to take an exemption in the Registrar's Office. If eligible to take the exam(s) requested, the student will be issued an Exemption Exam Form. The student will complete the section requiring their name, student I.D. number, program and signature.

Pay the exemption exam fee at the Cashier's Window, cashier will stamp the form "PAID".

The student will take the Exemption Exam Form to the School Dean responsible for arranging the administration of the exam. This process should happen during the Drop/Add period.

Financial Aid

All students must submit a FAFSA (Free Application for Financial Student Aid) in order to receive any Federal or state financial aid. Apply at www.studentaid.gov

To determine eligibility for the Federal Pell Grant, applicants enrolled in a degree, diploma, or Pell-approved certificate must complete a **2023-2024.** Free Application for Federal Student Aid (FAFSA). Applicants should access the FAFSA at www.studentaid.gov to submit their application to the Department of Education using **2021** tax information. Once submitted, students should monitor their student email account for important notifications from the Financial Aid office. If selected for verification, students must log into their https://columbustech.verifymyfafsa.com/ account and complete outstanding requirements in order for financial aid eligibility to be determined.

Financial aid recipients must maintain Satisfactory Academic Progress (SAP) as follows:
- Cumulative 2.00 GPA
- Complete 66.66 percent of cumulative hours
- Meet the 150 percent time frame for each program of study

Mandatory Fees ($356.00 PER Semester):
Registration **$55**
Activity $**45**
Technology $**110**
Instructional Support **$60**
Insurance **$6**
Tutorial Assistance **$35**
Campus Security **$45**

The cost of books varies depending upon the program. Some programs also require the purchase of uniforms and additional supplies.

Tuition and Fees Payment Due Date

All tuition and fees are due and payable at the time of registration and may be paid by check, cash, Visa, MasterCard or pre-approved financial aid. **All pre and open registrations for which the account is not settled by 3:00 pm on May 11, 2023 will be cancelled.** Schedules may be reinstated during the first 3 days of classes. Columbus Technical College reserves the right to make changes as we approach the beginning of each semester.

Other Fees:
Transcript Fee - **$10** per transcript
Student I.D. Badge - $10 replacement fee
Exemption Test – **25% of course amount**
Diploma Replacement - $**25**
Graduation Processing Fee **$40**
Change of Major Fee - **$10**

A processing fee of $40.00 is applicable to all graduating students. Fee should be paid by the end of the semester in which graduation is processed July 29, 2024.   Credentials will not be printed until fee has been paid.

*All prospective Summer 2024 semester **graduates should complete the online graduation application by May 13, 2024. This deadline is critical for our students to be able to make any schedule changes to meet eligibility requirements for graduation during the drop/add period.***

Updated: February 20, 2024