

RE-ADD PROCESS DATES & ACTIONS ARCHIVES

USF OFFICE OF THE REGISTRAR

<p>202 August 25</p>	<p>Pay tuition and fee</p>
<p>202 August 28 - September 1</p>	<p>Pay tuition and fee, including \$</p>
	<p>including \$100 Late Payment Fee, \$100 Late Registration Fee, and any prior term balance. (Refer to Student Financial Services email for amount to pay.)</p> <p>2. Complete only Re-Add Re e ; Part 1 & 3</p> <p>3. Email completed form to the Student Financial Services.</p>
<p>202 September 11 - 15</p>	<p>1. Seek permission to Re-Add from instructor(s) using Re-Add Re e .</p> <p>2. Pay tuition and fee , including \$100 Late Payment Fee, \$100 Late Registration Fee, and any prior term balance. (Refer to Student Financial Services email for amount to pay.)</p> <p>3. Email each instructor-signed form to Student Financial Services the same day it's signed by your instructor.</p> <p>Don't know how much to pay for a partial schedule? Email Student Financial Services online.</p>

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<p>202 After September 15</p>	<p>Undergraduates and Undergraduate Non-Degree follow the ARC petition process .</p> <p>Graduate students and Graduate Non-Degree follow the Graduate Student Petition Process .</p> <p>Pay in full within five days of approved petition, including \$100 Late Payment Fee, \$100 Late Registration Fee are assessed, and any prior term balance. Failure to take this action will result in courses being canceled with no additional opportunity to re-add in the applicable part of term.</p>

Students will be refunded for adds that cannot be accommodated due to capacity if payment was provided. See **Tuition and Fee Rate** .

Students seeking to add a course that they were not registered for by Drop/Add must follow the **ARC Petition Process** (undergraduates and non-degree) or the **Graduate Student Petition Process** (graduates), including section swaps.