

**Important Dates for Course Enrollment and University Services Enrollment
Second Semester Academic Year 2019
for Undergraduate and Certificate Program Students**

Pre-enrollment	November 11 - 17, 2019
Course enrollment (In case of non pre - enrollment)	December 14 - 22, 2019
University services enrollment	December 14 - 27, 2019
Course adding via internet	December 14 - 22, 2019
Course adding at the responsible departments	December 23 - 27, 2019
Course withdrawal without grade W assigned	December 14 - 27, 2019
Tuition fee payment	January 6 – 10, 2020
Late course enrollment, university services enrollment, and course adding and section changing (At Registration Counter Service, Registration Office)	January 6 – 17, 2020
Late tuition fee payment (At Finance Division)	January 13 – 17, 2020
Enrollment for grade V and request for changing grade V to normal letter grade	January 13 – 17, 2020
Course withdrawal with grade W assigned	January 6 – March 13, 2020

**Undergraduate Records Section
Registration Office**