

Transfer undergraduate students must process all drop/add or withdrawal transactions in the Transfer Enrollment Center or Records Office.

**VI. Payment or Cancellation of Tuition and Fees**

**Tuition and fees must be paid in full by 4:30 p.m. June 8, 2018, online, in person in Room 108 Administration Building or by mail to the Bursar's Office, 1100 E. 14th, ECU PMB G-8, Ada, OK 74820.**

**Institutional Charges** - Institutional charges (i.e. tuition, fees, dorm and apartment rent, board, fines, etc.) are withheld from first available funds, including financial aid, student payroll, and scholarship checks.

**STUDENTS WILL NOT BE CANCELLED FOR NON-PAYMENT OF FEES. THEREFORE, AFTER HAVING ENROLLED, STUDENTS WHO FIND THEY WILL NOT BE ATTENDING CLASSES, SHOULD CANCEL THEIR ENROLLMENT IMMEDIATELY. A REQUEST FOR CANCELLATION SHOULD BE PROCESSED ONLINE, IN PERSON OR MAILED TO THE ECU RECORDS OFFICE. THE REQUEST MAY ALSO BE FAXED TO (580) 559-5432 OR E-MAILED TO charlan@ecok.edu. ALL CONTINUING STUDENTS OR ALL NEW GRADUATE STUDENTS MAY CANCEL THEIR ENROLLMENT ONLINE FOLLOWING THE SAME METHOD AS ENROLLMENT. IF A STUDENT DOES NOT CANCEL HIS/HER ENROLLMENT PRIOR TO THE FIRST OFFICIAL DAY OF CLASSES, HE/SHE MAY BE LIABLE FOR ALL TUITION AND FEES.**

**VII. Applying for Graduation**

Students planning to finish their degree in summer 2018 must make application at the time of enrollment. Applications must be submitted online using their MyECU portal. See the Application for Bachelor's Degree or the Application for Master's Degree portlet for instructions.

## DATES AND DEADLINES

1. Early Priority Enrollment .....	April 2-6
2. Last Day for Summer '16 Seniors & Master's Candidates to Apply for Graduation .....	April 6
3. Ten-week Session Classes Begin .....	May 14
4. Last Day to Add 10-Week Session Class .....	May 18
5. Last Day to Drop 10-Week Course with 100% Refund.....	May 22
6. Memorial Day, No classes .....	May 28
7. Classwork Begins for 8-Week and first 4-Week Classes.....	June 4
8. Last Day to Add 1st 4-Week Class.....	June 6
9. Last Day to Drop 1st 4-Week Course with 100% Refund.....	June 6
10. Last Day for Payment of Fees for Regular Enrollment.....	June 8
11. Last Day for Late Enrollment and Adding 8-Week Classes and TBA's .....	June 11
12. Last Day to Drop Full Term Course and with 100% Refund .....	June 11
13. Last Day to Drop 1st 4-Week Class with Guaranteed "W" .....	June 21
14. Last Day to Drop 1st 4-Week Class .....	June 27
15. First 4-Week Classes End.....	June 29
16. Second 4-Week Classes Begin .....	July 2
17. Independence Day Holiday.....	July 4
18. Last Day to Add 2nd 4-Week Class.....	July 5
19. Last Day to Drop 2nd 4-Week Course with 100% Refund .....	July 5
20. Last Day to Drop 8-Week and 10-Week Session Class with Guaranteed "W" .....	July 12
21. Last Day to Drop 2nd 4-Week Class with Guaranteed "W" .....	July 23
22. Last Day to Drop 8-Week and 10-Week Session Classes.....	July 23
23. Last Day to Drop 2nd 4-Week Classes .....	July 26
24. Final Examinations.....	July 30-31