



DA: August 29, 2017
FR: Donzell Lee, Provost & EVPAA

Donzell Lee

TO: Students & Academic Advisors
RE: **LAST DAY FOR FALL 2017 REGISTRATION & FEE PAYMENT (9/5/17)**

Please know that Tuesday, September 5, 2017 at 5:00 p.m. CST, per university [Calendar](#), is the official last day of registration and payment of fees. Students will be removed from courses for non-payment. Payments post to student accounts nightly, and all payments must be made at the Bursar's Office (601) 877-6160 in WWAB 2nd Floor or with credit card. If payment is not received by this deadline, under/graduate students will be administratively withdrawn and students with outstanding balances will be financially liable to the institution. Instructors may not assign final grade information for students administratively removed without approval from Academic Affairs. (For more questions, see FAQ: "[Administrative Drops](#)").

- a) **Undergraduate students** who are administratively withdrawn for (i) *failure to pay fees* (ii) *failure to be "registration complete"* or (iii) *failure to attend classes (UW)* must gain prior permission from Mrs. Belinda Benjamin, Coordinator of Student Support, in Academic Affairs (2nd Floor Bowles Hall) (601) 877-6140 and have the balance paid-in-full to be put back in class. Note: The *University Catalog Attendance Policy* applies.

- b) **Graduate students** who are likewise administratively withdrawn should contact Graduate Studies (601) 877-6122 for assistance.

Thus, please be reminded: **any student who is not paid in full by the deadline will (i) be dropped from classes and (ii) be denied Blackboard access.** Please avoid problems (lost class time, blocked access, missed assignments, etc.) for failure to pay fees. Take educational responsibility to do all that is necessary and proper to ensure fee payment and positive progress towards your Alcorn degree. Please make payment in full to the Bursar (601) 877-6160. Thank you for your cooperation.

* Graduating Senior Reminder: Last day to apply for [Fall 2017 Commencement](#) is September 8, 2017.