



**OPEN UNIVERSITY
ACADEMIC CALENDAR - SPRING 2022**

**SUBMIT OPEN UNIVERSITY REGISTRATION FORM ALONG WITH INSTRUCTOR APPROVAL
BEGINNING JANUARY 10, 2022**

January 10	First Day to turn in Open University registration form with instructor approval (via email – OpenU@csub.edu)
January 24	First Day of Classes
January 31	Begin LATE FEE of \$25 for Open University forms
February 04	Last day to submit Open University registration form with Late Fee (Any forms submitted after this date must be accompanied by a letter from the professor stating that you have been attending class).
February 11	LAST DAY TO PAY FEES OR MAKE PAYMENT ARRANGEMENTS – MAY BE DROPPED FOR NON-PAYMENT
February 14	LAST day for partial refund (60%)
February 18	CENSUS DATE - Last day to withdraw from classes without a “W” being recorded; withdrawal from classes after this date and continuing through the next four-week period will be permitted only for serious and compelling reasons and will require written approval by the Dean or Department Chair
February 18	Last day to change between audit and letter grading and credit/no credit
March 31	Holiday – Cesar Chavez Day – Campus Closed
April 10 – 17	SPRING SEMESTER BREAK – Campus Closed
April 22	Last day to withdraw from classes for serious and compelling reason (requires Dean or Department chair approval)
May 13	Last Day of Classes
May 14 - 20	Examination Periods
May 24 – 25	Grades Due
May 30	Holiday – Memorial Day – Campus Closed

DROP AND REFUND POLICY

Drop **PRIOR** to the first day of the Semester – 100% refund

Drop on or before January 28 - 100% refund

Drop January 29 through February 14 - 60% refund **NO REFUNDS BEGINNING FEBRUARY 15**

Course Cancellation for Any Reason - A full refund of fees will be made

Runner Card: The Runner Card serves as a student ID card for the library, and a debit card for the Runner Café, and the Runner Bookstore and campus copy machines. The cost is \$10.00. The office is located in the library, Lower Level. Phone number is (661) 654-2009.

AccessCSUB: <https://www.csub.edu/accesssub> AccessCSUB is the hub for all your accounts at CSUB. Use the links on this site to login to Canvas for online courses and check your CSUB student email account. The university-assigned student email account is the official means of university communication with all students.

COVID-19 Requirements: Every person who takes a course(s) through Open University is required to follow all State and CSU regulations related to Covid protocols; including, but not limited to, completing self-attestation, uploading vaccination record, submitting an exemption, or taking weekly Covid tests. To upload your documents, go to: <https://www.csub.edu/covid-19>