



Hudson Valley Community College, 80 Vandenburgh Avenue, Troy, NY 12180 (518) 629-4574 [www.hvcc.edu](http://www.hvcc.edu)

Online classes may be offered in various parts of term including day, evening, off-campus, early sprint and sprint. Students should review course start dates in WIReD Schedule Planner and use the appropriate part of term for registration, payment due date, add/drop, refund request deadlines, withdrawal information, etc.

Part of Term (POT)	POT 1 ±Full Term POT 4 ±On-Campus Evening POT 5 ±Off-Campus	POT 3 Early Sprint 8-Week Courses	POT 6 The Arts Center	POT 7B Sprint 12-Week Courses	POT 7 Sprint 8-Week Courses
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Part of Term Dates	9/3 - 12/20	9/3 - 10/25	9/3 - 11/11	9/30 - 12/20	10/28 - 12/20



## FALL 2024

Payment - For students who schedule classes prior to or on August 22, payment must be satisfied by 5 p.m. on August 22. Payment is satisfied by one of the following: 1) Payment in full 2) Sign up for the payment plan via WIReD 3) Confirm Registration in WIReD using financial aid and/or loans. Please check My Enrollment Step Checklist in WIReD to verify payment has been satisfied. All registration activity will cease at the close of business the day of a schedule drop and will reopen the next business day.

\*If a student has already paid and adds another course to their schedule, a student is automatically registered for that course and has incurred tuition liability. The course will not be dropped for non-payment. All deadlines are effective at the close of business as noted on first page, the Guenther Enrollment Services Center office hours.

Web Registration - Through advisement, students may obtain an AVN that will allow registration access for Fall 2024 via WIReD.

Non-Matriculated Student Registration - Non-Matriculated students may register and seek advisement (obtain an AVN) with the Office of Student Outreach, Advisement and Retention, Guenther Enrollment Services Center, Suite 231, (518) 629-7219 or [coned@hvcc.edu](mailto:coned@hvcc.edu).

Add/Drop & Final Registration Period - Students who are already registered may adjust times and courses during this time period (but not via WIReD) 7 KH 5 H J L V W U D U 11 Vor 21 days before the start of classes; all other changes must be done by an advisor.

Refunds - 7 KH H I I H F W L Y H G D W H R I D G U R S Z L W K G U D Z D O L V W K H G D W H D Q H P D L O T H I S T X H V W R effective date is used for refund calculation. If the College is closed, a student may e-mail [registrar@hvcc.edu](mailto:registrar@hvcc.edu) via HVCC student e-mail account to request a drop/withdrawal. Please review Dates and Deadlines for refund information. Refunds are initiated, generated and processed by the & D V K L H U 11 V 2 I I L F H , I \ R X S O P Y D I V I Q F R T Q W D F W R Q K H & D [cashier@hvcc.edu](mailto:cashier@hvcc.edu) or File Phone Dat (518) 629-4504

Course Audits for Senior Citizens (ZSR) - Hudson Valley Community College offers to senior citizens who are at least 60 years of age the opportunity to audit credit bearing courses. There are no tuition charges; however, the student will be responsible for the payment of fees. College credit will not be granted for auditing a course.