

# REGISTRATION INFORMATION MAY MINI-TERM AND SUMMER 2010

## SUMMER CALENDAR

May Mini-term May 3 - 21

Term A May 24 – July 30 (no classes May 31)

Term B (first 5-week session) May 24 – June 25 (no classes May 31)

Term C (second 5-week session) June 28 – July 30 (no classes July 5)

Welcome to Lincoln Memorial University's 2010 Summer School. In addition to the two traditional five-week terms permitting students to complete a two-semester sequence in a given course, a ten-week term provides students with several schedule options. With such a variety of courses, we are sure you will find something to suit your academic program or to move you up the career ladder. For further information, you may contact the Office of Admissions located in the student center or by telephone (423)869-6280.

### Undergraduate Course Load

The maximum course load for mini-term is two (2) courses. No more than eighteen (18) credit hours may be earned during summer terms, and no more than nine (9) credit hours during any five-week term, including directed and independent studies. Any exceptions must have the approval of the appropriate Dean.

### Graduate Course Load

The maximum course load for graduate students is six (6) hours per five-week term and a maximum of twelve (12) credit hours for the entire summer. Any exceptions must have the approval of the appropriate Dean.

### Class Attendance

Students are expected to attend class. However, individual faculty members approach class attendance in different ways. Students must learn and follow attendance policies established by the instructors. Non-attendance does not constitute official withdrawal from a course and will result in a grade of F.

### Grade Reports/Transcripts/Withdrawals

Final grades are reported by the faculty to the Registrar at the end of each term and are available through WebAdvisor. Official transcripts reflecting summer grades will be available from the Registrar's Office after August 9.

Students who find it necessary to withdraw from the University must process a Withdrawal Form, which is available in the Registrar's Office. Failure to officially withdraw will result in the recording of F grade(s) on the student's transcript, and the student also will be liable for the full amount of tuition and fees for the term.

### Application for Graduation

Students completing graduation requirements during a summer term participate in the December Commencement and must make a formal application to the Registrar no later than June 1. A graduation fee is charged (see *Catalog*).

**PLEASE NOTE THE FOLLOWING INCOMPLETE GRADE POLICY:** Students requesting an incomplete must finish the coursework by the end of the first six weeks of classes the semester following the term in which the "I" was granted. An incomplete will be computed as an "F" in the grade point average until the coursework is completed. The instructor must sign a Change of Grade form and submit to the appropriate Dean for approval before the change appears on the transcript.

**The first official day of classes for each term is defined under SUMMER CALENDAR**

**REFER TO THE 2009-2010 CATALOG AND/OR OTHER APPROPRIATE CATALOG FOR ACADEMIC POLICIES AND ADDITIONAL INFORMATION.**

**~Tuition and Fees - Summer 2010~**

Tuition and fees are due and payable at the time of registration. Payment plans and institutional financial aid **are not** available for the summer sessions.

- Undergraduate Tuition \$ 630 per credit hour
- Graduate Tuition Contact the Grad. Office (423)869-6374
- Housing Rates vary; see below for itemization
- Health Insurance – please visit our website [www.lmunet.edu/curstudents/insurance](http://www.lmunet.edu/curstudents/insurance)
- Drop/Add Fee \$15 per class, beginning the second official day of classes
- Late Registration Fee \$100 beginning second day of classes
- Directed/Independent Study Fee \$25 plus tuition for each course
- Graduation Fee \$50
- Vehicle Registration \$5 per vehicle (does not apply to students who registered a vehicle Fall 2009/Spring 2010)
- Other Books, supplies and personal expenses vary according to individual needs

**~ Credit/Refund Schedule – Summer 2010~**

	<b>100% *</b>	<b>90%</b>	<b>75%</b>	<b>50%</b>	<b>25%</b>
May Mini-Term	May 3	--	May 4	--	May 5
Term A	May 24	May 26	May 28	June 2	June 4
Term B	May 24	May 25	May 26	May 27	May 28
Term C	June 28	June 29	June 30	July 1	July 2

\*Applies to official withdrawal only

**~Course Drop/Add Deadlines~**

	<b>Last Day to Add</b>	<b>Last Day to Drop</b>
May Mini-Term	May 6	May 10
Term A, 10-week session	June 1	June 18
Term B, first 5-week session	May 26	June 8
Term C, second 5-week session	June 29	July 16

**~Housing~**

On-campus housing is available for all summer sessions. Housing applications are available in the Office of Student Services, 308 Student Center.

May Mini-Term	\$269.00
Five-week session	\$448.00 per person, 2 people
Ten-week session	\$895.00 per person, 2 people