

## **INTERSESSION 2023 – Registration Information**

Intersession is a period of about three weeks in winter intended to help the student make progress in their program. All courses are graded on the normal grading system and offered on a first come first served basis.

Courses offered online require access to Brightspace. Students who have never taken a course at MVCC (credit or non-credit) need to fill out the application for Non-matriculated students <https://www.mvcc.edu/admissions/application.php> and choose Non-Matriculated/Take a few courses option. Also, after creating an account, go to the drop-down menu and choose Nonmatriculated.

You will need MyMV to register, so you must fill out an application before you can be assigned an ID number and an MVCC student email account. Important notices and information will be sent to your MVCC student email account.

Those who previously attended MVCC will need to complete the Return to MVCC form <https://www.mvcc.edu/advisement/returntomvcc.php> and talk to a Student Support Advisor who will meet with you to discuss what to expect and guide you through the registration process.

### **Important Dates:**

Registration for Intersession begins on November 6, 2023

Classes begin on December 18, 2023 and end on January 10, 2024

Grades due on January 12, 2024, at noon and grades will be available on January 12, 2024

### **Deadlines:**

December 15, 2023      Payment must be made in full by 4:00 pm.

*Due to the length of the Intersession semester, there is no payment plan available.*

December 15, 2023      Last day for 100% refund

*Registration after this date requires approval from the instructor of the course and the Dean of the department offering the course.*

### **For courses that start on December 18, 2023**

January 3, 2024    Last day to withdraw from the course with a “W” on your academic record. If you need to withdraw from classes, please do so from the Registration tab in MyMV.

The MVCC campuses are closed between December 22, 2023 and January 2, 2024. Class drops will be processed as of the date they were submitted.

### **Before you schedule your courses, please take care of the following:**

- Check to see if you have any holds, as holds will prevent you from registering for a course. If you do have a hold, please contact the office that issued the hold to clear it.
- Check to see if you meet the prerequisites for the course.
- If there are any corequisites for the course you want to take, you must register for all courses at the same time.

### **REGISTRATION IS A TWO STEP PROCESS:**

1. SCHEDULING: Temporarily reserves your class schedule. Contact the Holistic Student Support center for an appointment. Utica Campus: 315-731-5710 or 315-731-5719, Rome Campus: 315-334-7709
2. PAYMENT: Payment for all courses is due by 4:00 pm on December 15, 2023. The college will issue an electronic bill for the course(s) you scheduled. Please call the Business Office if you have any questions about your bill 315-792-5475. Financial Aid cannot be used for Intersession payment, and payment plans are not available.