



**SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT 522**

**BOARD POLICY**

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<b>TITLE:</b>	<b>Enrollment</b>
<b>CODE:</b>	<b>4005</b>
<b>DATE ADOPTED:</b>	<b>Oct 1991</b>
<b>DATE REVIEWED:</b>	<b>July 1998; July 2020; Jan 2022</b>
<b>DATE AMENDED:</b>	<b>Sept 1998; Dec 2010; Mar 2022</b>

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Southwestern Illinois College holds registration periods each semester at the Belleville, Sam Wolf Granite City, and Red Bud campuses, the, East St. Louis Community College Center and the Scott AFB Education Office. Students may register in person or on-line, not by mail or telephone.

Withdrawal

Students are responsible for withdrawing from classes they are not attending. Withdrawals will not be accepted by phone.

Deadlines for withdrawal are based on the beginning and ending dates of the course. Tuition refunds are also based on the date the student drops or withdraws from the course. Withdrawals after the last official withdrawal date will only be granted for extenuating circumstance such as active military service, personal health-related issues, physical or mental disability, or other extenuating circumstances, with supporting documentation.