
Off-Campus/Distance Education Registration

Important 

Registration for all UHD classes, regardless of teaching site or delivery mechanism, may be made online or in person. **A distance fee of \$25 per SCH is assessed for all courses taught at off-campus locations. A distance online fee of \$50 per SCH is assessed for all courses taught online.** Any course that is delivered 50% or more at an off-campus location or 50% or more online is classified as a Distance Education course and qualifies for the fee. More information about UHD's distance learning is available at the following website: www.uhd.edu/academic/distance.htm

Online Classes. Please check the UHD website for details about registering for these classes. Specific instructions are often given with each class listing in the Class Schedule, found online at www.uhd.edu. Take our online orientation at <http://uhdonline.uhd.edu> to see if these classes are right for you.

UHS-Cinco Ranch. 4242 South Mason Rd, Katy, TX 77450, 832/842-2800, www.cincoranch.uh.edu

UHS-Sugarland. 14000 University Blvd, Sugarland, TX 77479, 281/275-3300, www.sugarland.uh.edu. On-site UHD advisors are available Monday through Friday to assist with your academic planning.

The University Center. 3232 College Park Dr, The Woodlands, TX 77384, 281/618-7140. An academic advisor is available for on-site advising Monday-Friday.

Copy of your schedule

You should obtain a copy of your schedule by visiting UHD's e-services website at www.uhd.edu. It is your responsibility to make sure your schedule accurately reflects your registration.

Responsibilities

Financial obligations made through the registration process are your responsibility. **If you do not make the required initial payment by the deadline, your registration is cancelled.** If you add a class after you have made initial payment you must make additional payment. **A class added after your initial payment will not be dropped for non-payment.**

If you have applied for financial aid, be sure to officially withdraw from your classes if you decide you cannot attend. Financial aid may be credited to your account if you are still registered for classes.

Prerequisites are your responsibility. Make sure that you have met all course prerequisites and course sequencing requirements or you may be dropped from the course and denied access to online registration. Prerequisites are listed in the UHD Catalog or on the web at www.uhd.edu.

Withdrawing

New!
Online course withdrawal
is now available!

If you wish to drop any or all of your classes, you are responsible for completing a Schedule Change Request Form in the Registrar's Office. A class dropped through the published **Day of Record*** will not appear on your transcript; one dropped after the **Day of Record*** and through the published **drop deadline*** will appear with a grade of W. (*See the University Calendar at the front of this schedule for these dates.)

Please see the **Refunds** section for information concerning refunds of tuitions and fees.

Intent to Graduate and Graduation Application

When you register online you will be asked if you plan to graduate that semester. When you answer "yes" you will then be asked to indicate the college that will award your degree. You must also complete the *Application for Graduation*, which may be picked up from your college and the Diploma Order Form, available from the Registrar's Office. Deadlines for filing applications and paying fees are listed in the University Calendar on page 2 of this schedule.