

> IMPORTANT DATES

APPLICATION DEADLINES

Once students are approved to take a course by their school/division, they need to complete the Lethbridge Polytechnic application using the correct promo code.

The following deadlines allow our teams adequate time to complete the registration process. In the event a student is past the application deadline, please contact our team to discuss options.

Deadline	Date
Fall Semester Applications	March 31, 2025
Fall Semester Applications	June 13, 2025
Winter Semester Applications	Nov. 28, 2025

SEMESTERS

Dual Credit courses scheduled to start in the fall will follow college-wide term dates. However, to better align with high school schedules, Dual Credit courses taught in the winter semester will have a delayed start. This delayed start will result in extending the course into May.

Please review the following semester dates:

Date	Summer 2025	Fall 2025	Winter 2026
First day of Class	June 23, 2025	Sept. 3, 2025	Feb. 2, 2026
Last day of Class	Aug. 6, 2025	Dec. 5, 2025	May 13, 2026

WITHDRAWAL DEADLINES

Dual Credit programming follows the same withdrawal policy as the rest of the polytech. However, the adjusted summer and winter term results in different deadlines for the semester.

Please review the following deadlines:

Deadline	Summer 2025	Fall 2025	Winter 2026
Drop Deadline	June 30, 2025	Sept. 10, 2025	Feb. 9, 2026
Extended Drop Deadline	July 11, 2025	Sept. 23, 2025	Feb. 20, 2026
Withdrawal Deadline	Aug. 6, 2025	Dec. 5, 2025	May 13, 2026

> WITHDRAWAL POLICY

If a student would like to remove themselves from a registered course, there are several opportunities throughout the semester in the form of a drop, an extended drop or a withdrawal. Please note, each method of removal will require students to inform their school/division Dual Credit representative.

Drop

Students have six business days once a course begins to drop the course, without academic or financial consequences. No record of dropped courses will appear on their academic transcript and tuition will not be collected.

Drop deadlines for the upcoming semesters:

- Summer 2025 – June 30, 2025
- Fall 2025 – Sept. 10, 2025
- Winter 2026 – Feb. 9, 2026

Extended Drop

Students have 15 business days once a course begins to (extended) drop the course, without academic consequences. No record of dropped courses will appear on their academic transcript; however, a \$50 administrative fee will be charged to the school/division.

Extended Drop deadlines for the upcoming semesters:

- Summer 2025 – July 11, 2025
- Fall 2025 – Sept. 23, 2025
- Winter 2026 – Feb. 20, 2026

Withdrawal

Students have until the last day of class to withdraw from their course. A withdrawal will result in a “W” on their academic transcript, in place of a letter grade. Full tuition costs will be invoiced.

Withdrawal deadlines for the upcoming semesters:

- Summer 2025 – Aug. 6, 2025
 - Fall 2025 – Dec. 5, 2025
 - Winter 2026 – May. 13, 2026
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Deadline Significance

Drop/withdrawal deadlines are extremely important.

Once deadlines pass, students will not have the opportunity to remove themselves from a course, without academic or financial penalty. Students who miss the deadline to withdraw from a course will retain their final grade on their academic transcript.

Process

To remove a student from a course, please have them complete the Dual Credit Withdrawal Form, found on the Dual Credit Canvas hubs, and email a completed version to dual.credit@lethpolytech.ca