January 2017 Winter Session Bulletin

For additional information, call (800) 231 – IONA or (914) 633 – 2502 or visit us on the web at www.iona.edu/wintersession.

Calendar

October 17-January 02  Advance Registration Web
Registration online [current students only] or in person

Monday, January 03  First Day of January 2017 Winter Session Classes
Registration: 8:00 am – 5:00 pm
Last day for program change (add/drop) – prior to first class meeting

Monday, January 03  Last Day to Withdraw from Courses with a "W" grade – after first class meeting

Friday, January 13  Final examinations – All day and evening classes

Saturday, January 14  Weather Emergency Make-Up Day, if needed

Tuesday, January 17  Winter Session 2017 grades submitted by noon

** All final exams for both day and evening courses will be held Friday, January 13, 2017. If a class is cancelled for a weather emergency final exams will be administered on Saturday, January 14, 2017.

Registration - Current Iona Students

Online
Online registration and payment are now available through PeopleSoft for current Iona students only. Students may register on-line from October 19, 2016, to January 3, 2017, at www.iona.edu/januaryintersession.

You must know your MyIona Network ID and password to use online registration. If you need assistance logging in, please contact the Help Desk at (914) 633 – 2635. Current Iona students should choose classes with their academic advisor prior to registration. Full payment for the course is due at registration; this means you must register and then immediately pay online. Registration received without payment will incur nonrefundable late fees. Instructions regarding online web registration are available at http://www.iona.edu/Student-Life/Student-Financial-Services/Registrar/Registration-Information/On-Line-Registration.aspx. For online payment information, please visit the
Student Accounts web page at [www.iona.edu/studentaccounts](http://www.iona.edu/studentaccounts) and click on Payment Information > Pay Online.

**In Person**
Current Iona students may also register in person. Student Financial Services, McSpedon Hall (2nd floor) is open daily for registration from October 17, 2016, to December 22, 2016 from 8:00 am - 5:00 pm and until 6:30 pm on Tuesdays.

There is no in-person registration during the Thanksgiving (November 25 – November 27) or Christmas (December 21 – January 4) breaks.

**Registration - Visiting/Non-Matriculated Students**

Visiting students must complete the attached January Intersession registration form and mail, fax or deliver it to the Office of Admissions/January Winter Session, McSpedon Hall (1st floor). The registration form may be accessed at

[http://www.iona.edu/iona/media/Documents/Academics/Special-Sessions/SpecialSessionsRegistrationForm.pdf](http://www.iona.edu/iona/media/Documents/Academics/Special-Sessions/SpecialSessionsRegistrationForm.pdf)

The form must be accompanied by a copy of the student’s most recent transcript. For this purpose, an unofficial transcript will suffice. Additionally a copy of photo ID, (license) and an electronic JPEG headshot is required by state law.

To be eligible for visiting student enrollment, a cumulative GPA of at least 2.0 is required. Online registration is not possible even if you previously attended Iona as a visiting student. Registration forms received without a transcript will not be processed.

Send the registration form (or a copy), transcript, photo ID, and the JPEG headshot with payment for tuition and charges (check payable to Iona College) to:

Office of Admissions/January Winter Session  
Iona College  
715 North Avenue  
New Rochelle, NY 10801-1890  
Phone: (914) 633 – 2502  
Fax: (914) 633 – 2277

If you wish to pay by credit card please visit [www.iona.edu/wintersession](http://www.iona.edu/wintersession). Once there, select visiting student credit card payment on the left.

Confirmation of registration and course schedule will be sent when enrollment is complete. We must receive your mailed or faxed registration form for January Intersession no later than December 18, 2015.
Auditing a course

Students who wish to audit a course will be charged for one credit. Audits are allowed for lecture liberal arts courses. Permission to audit a course is required from the Dean’s Office. Audits are only permitted for courses that do not require laboratories.

Housing

Housing is available over the two-week intersession break to current residential students who are required to be on campus for a class. Students are allowed to stay in their own room during this period. Break housing applications are available at the Office of Residential Life, Robert V. LaPenta Student Union (2nd floor). There is a $35 per night charge and payment must be made to the Office of Residential Life by December 18, 2015. For additional information and to make arrangements, please call Res Life at (914) 633-2336 or inquire in person.

Tuition and Charges

Tuition per Credit $ 897.00/ credit

Non-Refundable Charges

Program/Student Services Fee $85.00
Return Check Fee $50.00

Withdrawals/Refunds
Withdrawals prior to the start of the Winter Session will receive a 100 percent refund. Students withdrawing after this date will not receive a refund. For both weekend courses and one-week intensive courses, only withdrawals prior to the first class will receive a 100 percent refund. Students withdrawing after this date will not receive a refund.

Students are required to appear in person at the Office of Student Financial Services to complete a withdrawal form or email Student Financial Services at ayusov@iona.edu. Withdrawals will not be taken over the telephone.

Transferring Credit
Students who wish to transfer credit to their home institution should obtain prior approval from the appropriate person at that institution.

Visiting Students January Winter Session Transcripts
Transcript requests are placed through our online ordering system, in partnership with the National Student Clearinghouse. Current Students request a transcript through their PeopleSoft account by clicking on self service > Academic Records > Request Official Transcript, where they will be taken to the transcript ordering site. Visiting students
should visit www.getmytranscript.com. For more information, please visit our website at www.iona.edu/sfs.

**Admission to Matriculated Status**
Visiting students who would like to be admitted to Iona College on a permanent basis should contact the Office of Admissions at (914) 633 – 2502. Students dismissed from Iona College are not permitted to take Winter Session courses. Successful completion of a course during January Winter Session does not guarantee admission to the College on a matriculated basis.

**Parking Permits**
Parking Permits may be obtained through the Office of Campus Safety and Security in room 207 in the Robert V. LaPenta Student Union.

**School Closing**
Due to the possibility of inclement weather during the January Winter Session, all students must be prepared to utilize **Saturday, January 14, 2017**, for make-up classes and/or exams. Cancellation of classes due to weather emergencies will be announced on:

**AM Radio:** 710 (WOR), 1010 (WINS), 1230 (WFAS), 1300 (WRCR), 1460 (WVOX)
**TV:** News 12 (Cablevision) and on the College website- [www.iona.edu](http://www.iona.edu).

**Emergency Text Messaging System:** For members of the Iona Community who have enrolled.

The decision to cancel day classes will be made by 6:30 A.M. on the day in question. The decision to cancel evening classes will be made by 2:00 P.M. on the day in question. The distinction between the two sessions will be announced on each radio station.

Room assignments will be available online and in the Office of Student Financial Services.

Iona College intends to offer all courses and programs listed, but insufficient registration may result in the cancellation of a course.

Due to printing deadlines, some courses and class schedules may change prior to the first class meeting. Please visit our website at [www.iona.edu/wintersession](http://www.iona.edu/wintersession) for the most up-to-date or revised course information.