Welcome to SUNY Broome! Here is a list of dates, phone numbers and office locations to help you start or continue your journey at SUNY Broome.

**Classes Start**
Monday, August 28

**Immunization Requirements**
Friday, August 25
MMR Immunization records and meningitis response form must be submitted to the Student Health Services Office, SB-102 by 12 PM or students may be de-registered from classes. It is the student's responsibility to provide records.
Fax: 607-778-5530  Phone: 607-778-5181

**Tuition Payment Due**
Check online via MyCollege

Registering for classes creates a tuition bill for which you are responsible and must resolve. Paper bills are NOT mailed. Review account balances online in MyCollege by selecting Student Account tab. Online payment options include payment in full with MasterCard, Visa, or by eCheck. Payment plans available. Contact Financial Aid, SS-111, 778-5028 to determine financial aid eligibility. Contact Student Accounts, SS-113, and 607-778-5230 for questions on tuition bills.

**Refund Schedule**
Full refund if you drop courses before the semester starts. You can drop courses online through MyCollege by Sunday, August 27, 2017 at 11:59 PM or in person at the Registrar by 5 PM on August 25, 2017. After the start of the semester:
- 1st week of classes: 75% refund
- 2nd week of classes: 50% refund
- 3rd week of classes: 25% refund

**Bookstore Opens**
Monday, August 14
The best opportunity to get used books is to purchase your books early. Bring your class schedule to the bookstore located in the Student Center. The phone number is 607-724-0696. Students who wish to place orders or rent titles must use the online website www.sunybroomeshop.com

**Vehicle Registration Decal/Rave Alert**
Available all semester
All vehicles must be registered with the Office of Public Safety. Unregistered vehicles will be ticketed. Registration is completed on-line at MyCollege. Follow the online directions to pick up your vehicle decal in the Public Safety Building. Sign up for Rave Alert for emergency messages of campus closings.

**Student ID Cards**
Available All Semester
Hours are posted on-line at MyCollege. Location: Public Safety Building. Registered students can obtain their ID card 24 hours after course registration. A photo ID is required for verification.

**Changing Your Schedule (Add/Drop for Fall 2017)**
Before the semester starts, students can change their schedule online via MyCollege. Students should see their faculty/academic advisor for questions. Once the semester starts, students complete an Add/Drop Form and take it to the Registrar. Not attending classes is not considered an official drop.

**Attendance**
Consistent attendance is critical to student success at SUNY Broome. Students can be dropped from courses for absences, which will negatively impact your Financial Aid and academic progress.

**Last Day for “W” Grade**
Wednesday, November 8
All Add/Drop Forms need to be signed by your advisor and the form taken to the Registrar. See your Advisor about withdrawing from one or more classes.