



# Lincoln University Registrar's Office

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# Registrar's Office Function

- Registration 3 times annually\*
  1. Spring semester-16 weeks Official Registration on **January 28 – 29, 2021**
  2. Summer session – 7 weeks (Optional-ongoing students; Required – New students) Official Registration on **June 10 – 11, 2021**
  3. Fall semester -16 weeks
    - “Academic Calendar” can be found on page 6 - LU Catalog 2020-2021, or website at <http://file.lincolnuca.edu/catalog/LUCatalog.pdf>

# <http://www.lincolnuca.edu>



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**Since it was founded in 1919, Lincoln University has developed an innovative and multicultural education. Located in the center of the San Francisco Bay Area, the University provides practical and affordable programs.**

### PROGRAMS@LU

#### Doctor of Business Administration (DBA)

DBA is an advanced professional and academic degree program designed to produce future scholars, educators, and business leaders...

#### Master of Science (MS) in International Business

#### Master of Business Administration (MBA)

MBA program is designed to develop broad managerial skills to enable graduates to cope with a wide variety of business situations...

#### Master of Science (MS) in Finance Management

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### QUICK LINKS

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# Where can I find the course schedule, classroom schedule and course syllabus?



Home > Academics > Academic Calendar & Schedules

## Academic Calendar and Schedules

» 2020-21 Academic Calendar 08/03/2020

### Summer 2021

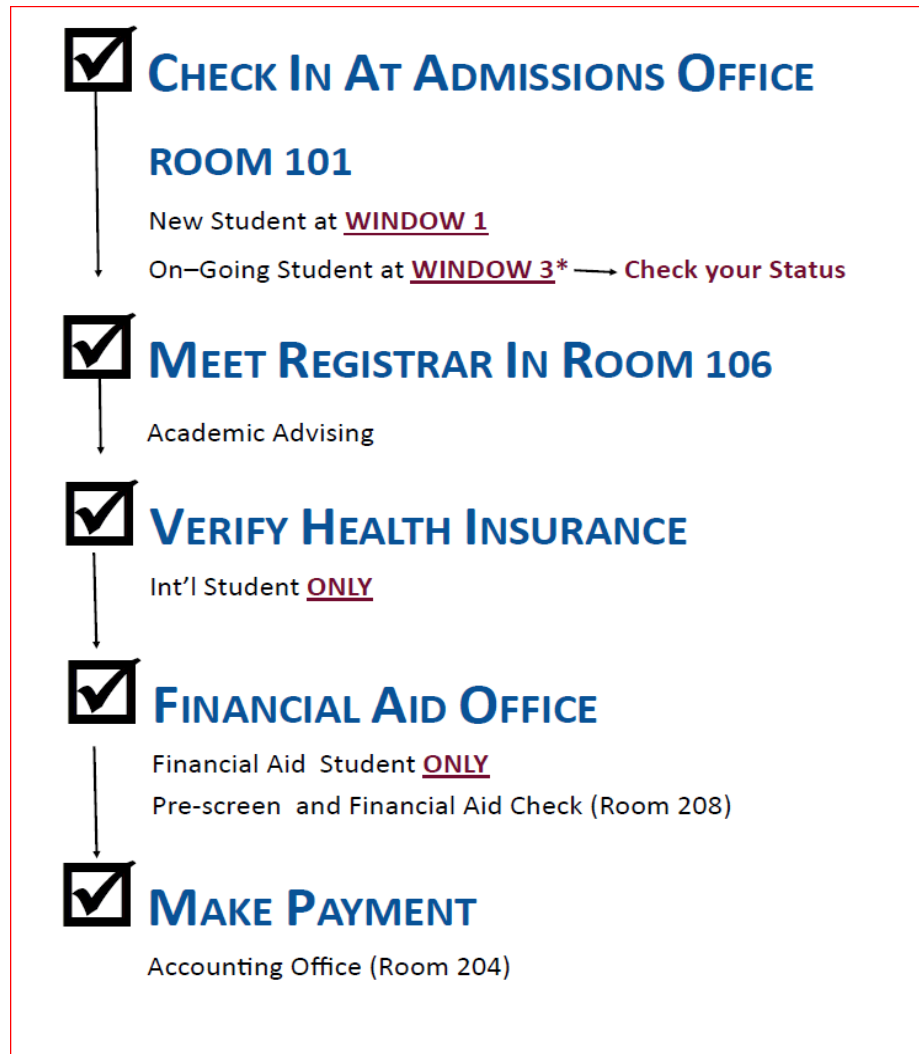
- » Summer 2021 Course Schedule 04/29/2021
- » Summer 2021 Classroom Schedule 04/29/2021
- » Summer 2021 Cancelled Courses 06/11/2021
- » MBA Presentations 05/21/2021
- » Presentations of DBA Dissertation I (BA 597) 06/14/2021

### Spring 2021

- » Spring 2021 Course Schedule 12/23/2020
- » Spring 2021 Classroom Schedule 12/23/2020
- » Spring 2021 Cancelled Courses 12/23/2020
- » MBA Presentations 03/15/2021

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# Procedure for Registration on Official Registration Days



# Registration under COVID-19

- Returning and new Business and Diagnostic Imaging Department students were able to schedule online appointment to registration for Summer 2021 session through this link: [go.oncehub.com/Summer2021earlyregistration](https://go.oncehub.com/Summer2021earlyregistration).
- 15 minutes per student virtual meeting or phone call
- Online process for all departments
- Completed registration finalized by payment or payment plan.

# PROCEDURE FOR CHANGE IN REGISTRATION (CIR)

- Students must complete CIR form; Incomplete forms will not be processed.
- Last date to add or drop class(es) on 6/21/2021.
- Make a payment to Accounting office.
- Return the original CIR form to Room 107
- All forms are available online and can be submitted through emails.

# Attendance Policy

According to our LU 2020-2021 Catalog (Page 31):

- A student receives a **warning notice** after missing 20% of classes.
- A student is placed on **probation** after missing 30% of classes.
- A student may be **dismissed** after missing 40% of classes

Instructor may **dismiss** a student from a course after missing **3 consecutive classes**.



# How can Registrar's Office help you?

- Academic Advising
  1. GPA issue
  2. Foundation course requirements
  3. Prerequisite courses
  4. Transfer units request
  5. Select the required course for degree program
  6. Academic related issue
- Request transcript and diploma
- Changes in Concentration
- Change of Address
- Schedule Presentation and Exams

# Questions and Concerns