



College of Continuing Professional Studies/Drury GO

**Summer 2024 Fact Sheet**

**Advance Registration Dates**

Registration opens for early registration groups	October 23, 2023
Registration opens for current juniors and seniors (completed 60 or more credit hours)	October 25, 2023
Registration opens for current sophomores and freshman (completed 0 – 59 credit hours)	October 30, 2023
Registration opens for unclassified undergraduate students	November 1, 2023

<b>Important Dates</b>	<b>Full Semester</b>	<b>A Block</b>	<b>B Block</b>	<b>May Term</b>
Student access to courses in LMS	May 29	May 29	July 3	May 8
Courses begin	June 3	June 3	July 8	May 13
Last day for refund 5:00 p.m.*	June 7	June 7	July 12	May 15
Last day to add a course 5:00 p.m.*	June 7	June 7	July 12	May 15
Memorial Day (University closed)	NA	NA	NA	May 27
Juneteenth (University closed)	June 19	June 19	NA	NA
Midterm grades due 8 a.m.	June 24	NA	NA	NA
Summer Break (no classes)	June 29 – July 7	NA	NA	NA
Independence Day (University closed)	July 4	July 4	NA	NA
Last day to withdraw from a course 5:00 p.m.*	July 12	June 28	August 2	May 24
Last day of course	August 2	July 5	August 9	May 31
Final grades due 8 a.m.	August 12	July 8	August 12	June 3

**\*Notes for Students**

Please contact your advisor and the Financial Aid Office before making a schedule change after the 100% refund deadline.

Refund dates apply to ALL courses including those that do not start at the beginning of the semester or block (e.g. weekend courses). Refunds are calculated from the date the Drop/Add form is received in the Registrar’s Office. It is the responsibility of the student to complete a Drop/Add form for any class additions or withdrawals. Drop/Add forms must be returned to the Registrar’s Office by the dates listed above.

Non-attendance of courses does not constitute official withdrawal. It is the responsibility of the student to complete a Drop/Add form for any course additions or withdrawals. The Drop/Add forms must be returned to the Registrar’s Office by the dates/times listed above.

**Important Telephone Numbers**

<b>Bookstore</b>	Monday – Friday 8 a.m. to 5 p.m.		(417) 873-7316
Textbook information		<a href="http://bookstore.drury.edu">http://bookstore.drury.edu</a>	
<b>Business Office</b>	Monday – Friday 8:30 a.m. to 4 p.m.	<a href="mailto:businessoffice@drury.edu">businessoffice@drury.edu</a>	(417) 873-7232
<b>Financial Aid Office</b>	Monday – Friday 8:00 a.m. to 5 p.m.	<a href="mailto:fa@drury.edu">fa@drury.edu</a>	(417) 873-7312
Verification paperwork		<a href="mailto:verification@drury.edu">verification@drury.edu</a>	
<b>Library</b>	Check <a href="https://library.drury.edu">https://library.drury.edu</a> for current library hours		(417) 873-7338
<b>Registrar’s Office</b>	Monday – Friday 8 a.m. to 5 p.m.	<a href="mailto:reg@drury.edu">reg@drury.edu</a>	(417) 873-7211
Transcript questions			(417) 873-7335
<b>Safety and Security</b>	24 hours/7 days a week	<a href="mailto:security@drury.edu">security@drury.edu</a>	(417) 873-7400
<b>Technology Services/Help Desk</b>	(username and password questions; MyDrury, and email support)		
Support hours	Monday – Friday 8 a.m. to 5 p.m.	<a href="mailto:helpdeskticket@drury.edu">helpdeskticket@drury.edu</a>	(417) 873-7300

## Getting Started in Continuing Professional Studies/Drury GO Programs

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### Drury Username and Password

Students will use their user name and password for everything related to Drury including MyDrury, Learning Management System (LMS), One Drive, and email. New students should receive a series of two emails (to personal email) containing their username and a temporary password within a few days of enrollment. If you do not receive these emails or have trouble logging in, complete the Login & Email Help Request Form available at [www.drury.edu/techsupport/forms/loginemailhelp](http://www.drury.edu/techsupport/forms/loginemailhelp). Returning students or others who have forgotten logins or passwords can complete the Login & Email Help Request Form. Students can reset their password by clicking on the Password Management link on the MyDrury homepage.

### Learning Management System (LMS)

Online and blended students are expected to log into the LMS the first day of class and participate regularly in class. Access to online and blended courses is available in the LMS one week prior to the course start date. Students log into the LMS with their Drury username and password. If you do not have a Drury username and/or password or have difficulty logging into the LMS, please email the Help Desk at [helpdeskticket@drury.edu](mailto:helpdeskticket@drury.edu).

It is important to familiarize yourself with the LMS. An orientation tutorial is available on the LMS home page to help students with tools and features by enabling them to participate in discussions, submit homework and take a practice test.

For LMS specific questions, email [lmssupport@drury.edu](mailto:lmssupport@drury.edu).

### Drury Email

Students should check their Drury University email account on a regular basis as it is considered the University's official mode of communication. Students corresponding by email in reference to adding/dropping classes or financial aid related matters must use their official university email account (i.e.@drury.edu) and include full name and Drury ID number. All responses from the University will be sent to your official University email address.

### MyDrury

MyDrury provides online access for students to view their transcript, grades, financial aid awards, and business office records. Students may also update personal information and search the current class schedule. MyDrury is available at <http://my.drury.edu>.

### Secure Financing

All students must either be paid in full or on a Nelnet Payment Plan two weeks before the semester begins. Some students pay outright, while others seek Financial Aid (through grants, loans or scholarships). For more information regarding tuition payments, Nelnet and deferred payment, visit [www.drury.edu/businessoffice](http://www.drury.edu/businessoffice). Information about Financial Aid is available at [www.drury.edu/financial-aid](http://www.drury.edu/financial-aid). **Financial aid information will only be sent to a student's Drury email account. Students must check their Drury email regularly in order to receive aid.**

### Textbooks

To find your course's textbook information, visit the Drury bookstore's website. Your textbook will either be located in the LMS under the Drury Direct heading, or available to purchase at the Drury Bookstore or elsewhere. Drury Direct eBooks will be billed to your Drury account. If your course uses Drury Direct and you wish to get your book elsewhere, you must opt out of Drury Direct by the stated deadline.

Information on textbooks for Drury GO classes and the option to purchase them is available at <http://bookstore.drury.edu/>. Instructions for ordering textbooks with a voucher are listed at [http://bookstore.drury.edu/site\\_customer\\_service.asp](http://bookstore.drury.edu/site_customer_service.asp). If you have not received your books within seven days after ordering, please contact the Drury Bookstore at (417) 873-7316.

### Parking Permits

Parking permits are not required during the summer.