Proposed Policy Revision: Changing the Course Withdrawal Deadline

CURRENT POLICY

No grade penalty is assigned for dropping a course **on or before mid-term**. A student who withdraws from a course prior to the 15th class day during fall or spring semester will have no grade assignment; however, **after the first 15 days a W (Withdrawn Passing) grade will be recorded for the course.** For the summer terms, all withdrawals with no W grade assignment must be processed prior to the fifth class day.

A course may be dropped with a W **after midterm only under unusual conditions** such as serious illness of the student, serious illness or death of a member of the student’s immediate family or other seriously disruptive circumstances. When approval for dropping the course under such circumstances is granted by the student’s dean, a W may be assigned only when the instructor indicates that the student is clearly passing the course. Otherwise, a grade of WF (Withdrawn Failing) is assigned.

PROPOSED POLICY

No grade penalty is assigned for dropping a course **on or before the last business day prior to the opening of registration for the following term.** A student who withdraws from a course prior to the 15th class day during fall or spring semester will have no grade assignment; however, after the first 15 days a W (Withdrawn Passing) grade will be recorded for the course.For the summer terms, all withdrawals with no W grade assignment must be processed prior to the fifth class day.

A course may be dropped with a W **after the withdrawal deadline only under unusual conditions** such as serious illness of the student, serious illness or death of a member of the student’s immediate family or other seriously disruptive circumstances. When approval for dropping the course under such circumstances is granted by the student’s dean, a W may be assigned only when the instructor indicates that the student is clearly passing the course. Otherwise, a grade of WF (Withdrawn Failing) is assigned.

Policy implications for summer semesters:

* The proposed new last date of withdrawal recommends a date of approximately the 52nd day  (or so) of a 70-73 calendar day term. This is about 72% into the term. This will occasionally fluctuate due to holidays and term length variations.
* Applying 72% rule to the summer and mini summer terms results in a recommendation that the summer last date to withdraw from a course should be:

Full Summer – the 35th day of a 48 day term.

First and Second Mini Summer terms – the 17th day of a 24 day term.

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| 2016 - 17 | Term Length | Current withdrawal  date | **Proposed withdrawal date** |
| Fall 2016 | 73 days | October 5 | **November 4** |
| Spring 2017 | 72 days | March 3 | **March 28** |
| Full Summer | 48 days | June 21 | **July 8** |
| #1 Mini Summer | 24 days | June 5 | **June 12** |
| #2 Mini Summer | 24 days | July 12 | **July 18** |