

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15th class day during fall or spring semester will have no grade assignment; however, **after the first 15 days a W (Withdrawn Passing) grade will be recorded for the course**.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 Otherwise, a grade of WF (Withdrawn Failing) is assigned.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the 15th class day during fall or spring semester will have no grade assignment; however, after the first 15 days a W (Withdrawn Passing) grade will be recorded for the course.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 Otherwise, a grade of WF (Withdrawn Failing) is assigned.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.

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