



4.3.7P

Volume 4, Academic Affairs
Chapter 3, Courses, Programs, and Degrees
Section 7, Drop or Withdrawal from Courses
Approval Authority: Board of Regents
Responsible Executive: Provost/Vice President for Academic Affairs
Responsible Office(s): Office of the Registrar
Effective: Issued:
Last Revised: Next Review Date:

Drop or Withdrawal from Courses

Policy Statement

Courses dropped during the first week of classes of a regular semester will not appear on the grade report sent to the student, nor will the courses be put on the transcript. However, the student must make schedule change via the web, or an "F" will be given in the course.

A student who drops a course after the beginning of the second week through the midpoint of the course (check the part-of-term dates list distributed to chairs) will be assigned the grade "W," which will appear on the student's grade report and transcript. A student who stops attending after the midpoint of the course will be assigned an "F." A student who is assigned a grade of "F" in a course because of academic dishonesty will not be permitted to drop the course.

Entities Affected by the Policy

- Students
- Faculty
- Office of the Registrar

Interpreting Authority

Provost and Vice President of Academic Affairs

Policy Adoption Review and Approval*

Policy Revisions

<u>Date</u>	<u>Entity</u>	<u>Action</u>
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*Research of the Policy Adoption Review and Approval is not yet complete.