

Second Reading R&P 3.8.4 Drop/Add Period

A withdrawal from a course within the first ten days of instruction is not recorded on the student's record.

A student wishing to withdraw from a course after the tenth day, but not after the eleventh week of instruction, must follow the procedure set up by the registrar and notify both the advisor and course instructor.

A student who officially withdraws from the university or a course after the tenth day of classes through the eleventh week of instruction receives grades of W in the course(s) for which he or she is **they are** registered. After the eleventh week of instruction, no grade of W may be given.

A student who reduces his or her **their** course load below the minimum required for standing as a full-time student but does not withdraw from the university, becomes a part-time student for the rest of that semester.

Some areas affected by part-time status are financial aid, athletic eligibility, veteran's affairs, selective service, and immigration status.

A student may add any course through the fifth day of the semester. From the sixth to the tenth day of the semester, students wishing to add a course must follow the procedure set up by the registrar, obtaining the permission of the course instructor and notifying the advisor.

After the tenth day of the semester, students must petition the Committee on the Standing of Students to add a course.

Rationale for revision: Revision requested to correct gendered language. In addition, a W may be given to students who fully withdraw from the university.