

# Resident Withdrawing from Courses

## Policy Information

### Issuing Office

Registrar's Office

### Affected Parties

Students

### Policy Language

From the sixth day of the semester until around the 12th week of class (see academic calendar for exact date), a normal Fall/Spring course may be withdrawn with a grade of "W." Courses with an early or non-traditional end date may be withdrawn up until the last day of class.

### Policy Rationale

To ensure that students understand the expectations set forth by the University for withdrawing from a course.

### Definition of Glossary Terms

None specified

## Procedural Information

### Procedures

Students wishing to withdraw from a class must submit a withdrawal request to the Registrar's Office.

"W" grades are not used in calculating a GPA. Course withdrawals with grades of "W" are used in determining a student's academic load for the semester, upon which tuition charges are based. The student will be responsible for the tuition and fees for the course.

#### NOTE:

- ***A student may not withdraw from or drop MENT 100 and CLST 101, 102, 103 or 105 without permission of the Director of the Academic Success Center.***
- ***A student may not withdraw from or drop BWVW 101 or BWVW 102 without the permission of the Christian/ Community Service Office.***

Exceptions to these deadlines may be granted by the Registrar in unusual circumstances, such as extreme illness or other circumstances beyond the student's control. If a student is unable to withdraw for a specific reason (e.g., death, incapacitation, incarceration, hospitalization, etc.) an administrative grade change to "W" may be approved by the Registrar's Office.

### Sanctions

None specified

### Exceptions

None