

Resolution on Add/Drop & Withdrawal Policy

WHEREAS, APP 126-96 Add/Drop and Withdrawal Policy, approved April 7, 2000, is outdated and needed revision; and

WHEREAS, APC Resolution 295-05 of Change to Add/Drop and Withdrawal Policy was forwarded to the Academic Senate in the Spring Semester 2006, but was not approved by the administration due to the fact that it was not in the formal policy format;

WHEREAS, People Soft will be used starting with the Fall 2008 registration,

WHEREAS, APC supports the revised catalogue language for adding courses:

Adding Courses

Beginning with the first day of the academic term, students must secure a permission number from their instructor to enroll online during the add/drop period. An add form will be used for students who receive permission to enroll with approval to override course restrictions and prerequisites. Beyond the published add/drop deadline, students may petition for late enrollment; if approved, a late fee will be assessed. Adds beyond the University census date are normally not considered. The petition for late enrollment (adding courses after the add/drop deadline) is available on the Enrollment Services website or at Cougar Central.

RESOLVED, That the Academic Senate endorse the proposed Policy and Procedures governing Add/Drop prior to the published deadlines.