

Add/Drop/Withdraw Policy

Seven and eight-week session and full semester courses:

- **ADD:** Students may add a class up to and including the seventh day of the session.
- **DROP:** Students may drop a class up to and including the eighth day of the session without receiving a 'W.'
- **WITHDRAW:** Students may withdraw from a class and receive a 'W' up to and including the completion of the fourth week of the session.

Five and six-week session courses:

- **ADD:** Students may add a class up to and including the first day of the session.
- **DROP:** Students may drop a class up to and including the eighth day of the session without receiving a 'W.'
- **WITHDRAW:** Students may withdraw from a class and receive a 'W' up to and including the completion of the third week of the session.

Sessions less than five weeks:

- **ADD:** Students may add a class before the first day of the session.
- **DROP:** Students may drop a class up to and including the first day of the session without receiving a 'W.'
- **WITHDRAW:** Students may withdraw from a class and receive a 'W' up to and including the completion of the first week of the session.

Students who withdraw from all their courses during a semester are subject to a \$100 withdrawal fee if the withdrawal occurs after they have attended more than 10% of the semester.