

Motion re Adds and Drops

Passed by Admissions & Standards, October 19, 2010

Motion:

Effective Immediately

Additions ~~Deletions~~

1332.10 Dropping Classes and Voluntary Withdrawal

Georgia State University reserves the right, at any time during the semester, to drop any student from classes for failure to pay tuition and fees. However, students should not assume that Georgia State will drop them from classes for failure to pay tuition and fees. Students who cease to attend, but do not formally drop their classes using GoSOLAR at <https://www.gosolar.gsu.edu/webforstudent.htm>, will suffer serious financial and academic consequences.

I. A. Drop Periods, Withdrawal Periods, and Grades of W

1. During registration: When the registration system is open to students at the beginning of each term, students may drop or add classes using GoSOLAR. When a class is dropped during this period, no grade is recorded and no record of the student's being enrolled in the class appears on the student's transcript. Registration ends at 5 p.m. on the first Friday of the term. *After this time, students will not be able to add or drop courses on their own.*
- ~~2. During the second week of classes: During the second week of classes, faculty have the discretion to request to add or drop students from classes. Factors such as space availability and health and safety regulations may apply to such requests. When a class is dropped during this period, no grade is recorded and no record of the student being enrolled in the class appears on the student's transcript. The second week of classes ends at 5 p.m. on the second Friday of the term.~~
2. *From the end of registration until a date determined by the Registrar: During this period faculty have the discretion to request to add or drop students from classes. Factors such as space availability and health and safety regulations may apply to such requests. When a class is dropped during this period, no grade is recorded and no record of the student being enrolled in the class appears on the student's transcript.*
3. After the ~~second~~ first week of classes and before the midpoint of the term: During this period, students may withdraw from a class or classes using GoSOLAR. Students will receive a grade of W or WF for any class dropped during this period depending on whether or not they have exceeded their limit of withdrawals with a grade of W. Specifically, students will automatically be awarded a W if they have not exceeded their limit and a WF if they have. Grades of W and WF appear on the student's transcript. (Note: A grade of WF is treated as an F for GPA calculation purposes.)

4. After the midpoint of the term: During this period, voluntary withdrawals cannot occur.

Students are responsible for consulting the course syllabus for specific instructor policies regarding such matters as penalties for missing the first class, an exam, an assignment, or a project. These may include, among other things, being dropped or withdrawn from a course.

Rationale:

Current add/drop practice does not match with policy. Adds and drops (aka registration adjustments) are occurring after the second week of classes and it is not reasonable to expect that all registration adjustments will be made by the end of the second week of classes.

Students should be informed that they are subject to the registration adjustment policies for their classes. These policies vary widely across campus so it is better to refer students to syllabi as opposed to trying to describe all such policies in the Catalog.