

ASU DEANS/DIRECTORS COUNCIL ACTION NO. ASU:03-25-15-01

DATE: March 25, 2015

AUTHOR: Jimmy Smith

COUNCIL SPONSOR: _____

PROJECT/PROPOSAL TITLE: Drop/Withdrawal Process for 8-Week Term Students

ABSTRACT:

This action item is being presented due to issues regarding the drop and withdrawal procedures for the 8-week block course offering. The following recommendation is being made to ensure adequate processing for students enrolled in the 8-week courses:

1. There will be a one day registration period for said courses. Additionally, students may register for these courses during normal registration cycles.
2. The drop period will be two days to include the day they register and one day afterwards.
3. The withdrawal process will follow the normal schematics as the summer term with the following prorations:

Prior to 1 st day of class	100%
1 st day of class	90%
2 nd thru 5 th day of class	80%
6 th thru 9 th day of class	60%
10 th thru 13 th day of class	40%
After 13 th day	0%

We are asking the council to change the policy for the 8-week term students in an effort to give them the same opportunity to drop/withdraw from classes.

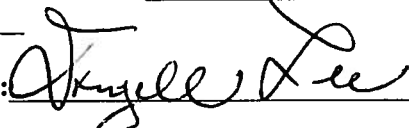
COSTS: N/A

INITIAL / START DATE: Effective Summer 2015

DISCUSSION:

COUNCIL ACTION: APPROVED: YES NO _____

DATE: 3/27/2015 / **TABLED/POSTPONED:** _____

PROVOST SIGNATURE: 

APPROVED: YES NO _____

DATE: 03-27-15

ADDITIONAL COMMENTS: _____