

**Policy Title: Course Withdrawal Policy****Effective Date: 2022-09-01****Next Review Date: 2029-09-01**

Parent Policy	Grading, Progression, and Academic Standing Policy
Policy Administrator	Registrar
Approving Body	Senate
Approval History	2022-05-03; Senate Motion #2021-22 – 027 2013-12-03; Senate Motion #2013/14 – 014 1982-11-18; Academic Council Motion

Purpose:

The objectives of this policy are:

- To determine the academic standing of students who withdraw from courses after the add/drop deadline.
- To indicate on the student's permanent record (transcript) that a course or courses were attempted but not completed.

Scope of this Policy:

Undergraduate and Graduate students

Policy Statement:

Students may withdraw for any reason from a course after the add/drop deadline and before the end of the sixth week. Withdrawal after six weeks or equivalent, is not permitted except in severe extenuating circumstances, and requires the approval of the registrar. In both cases, students will receive a grade of W (Withdrawn) on the permanent record. The W is not counted towards the grade point average.

Withdrawal from a course is not permitted after the eleventh week of classes in a semester, but students may qualify for an incomplete grade contract (see policy).

Definitions: None

Procedures: None

Child Policies: None

Other Related Policies: Incomplete Grade Policy