MEMORANDUM

TO: Amy Nielsen, Executive Secretary
    Faculty Senate

FROM: Becky Bitter, Registrar’s Office

FOR: Academic Affairs Committee

DATE: 21 March 2018

SUBJECT: Proposal to Revise Rules 68 and 102

At its meetings on March 20, 2018, AAC approved a proposal to revise Rules 68 and 102 in order to update the language of these rules.

Rule 68 has language in it which dates back to students who attended between 1998 and 2004. Enough time has passed that this is no longer needed in the rule.

68. WITHDRAWAL FROM A COURSE

An undergraduate or professional student may withdraw from a course after the 30th day of the regular term up through the end of the 13th week with these provisions:

(a) At the end of each term, the number of withdrawals will be counted for undergraduate and professional students. Once four withdrawals have been used, no further withdrawals will be allowed in subsequent terms. Withdrawals that result from the cancellation of enrollment will not be counted. (For those entering WSU in fall 1998 through summer 2004, once six withdrawals have been used, no further withdrawals will be allowed in subsequent terms.)

(b) After the withdrawal limit is reached, an undergraduate or professional student may, in exceptional circumstances, submit a petition through the Registrar’s Office for an exception to the withdrawal limit. See Rule 57.

(c) If a grade has been entered for a course, the grade may not be changed to a withdrawal without the instructor’s consent.

(d) Withdrawals do not reduce tuition charges.

(e) For academic calendars that vary from the regular 15-week term, a prorated schedule will be used to determine the withdrawal deadline.

(f) The grade shall be marked W, and payment of the service fee shall be mandatory.

Graduate students who wish to request a course withdrawal after the 30th day must do so through the Graduate School.
Rule 102 is missing two grades, the ‘H’ and the ‘M’, which need to be inserted in the list of grades which are disregarded in the GPA calculation:

102. STUDENT'S SCHOLASTIC AVERAGE

A student’s scholastic average is determined by adding the grade points earned in all WSU course work and dividing by the total number of hours in which the student has been enrolled at WSU. I, W, S, P, H, M, U, and X grades are disregarded.

At this time, Faculty Senate review and approval is recommended, to be effective fall 2018.