

POLICY REGARDING GRADES IN THE EVENT OF COMPLETE WITHDRAWAL

Students must complete a withdrawal form at the Records Office.

1. The grade of “W” will be recorded for each course for which a student was registered if the student withdraws from the College on or after the first day of the semester but before the end of the tenth week of the semester.
2. The grade of “WF” will be recorded for each course for which a student withdraws from the College after the tenth week of the semester. Under certain circumstances, such as family catastrophe or substantiated medical problems, grades of “W” may be recorded after the tenth week at the discretion of the Provost.
3. If a substantiated case of academic dishonesty results in a failing grade in the course, a student who withdraws from the College will receive a grade of “F” for the course.