

*Superseded by 85-01*

CALIFORNIA STATE UNIVERSITY, LONG BEACH

POLICY STATEMENT

NUMBER: 79-07

FILE: Withdrawal

SUBJECT: WITHDRAWAL POLICY

The following policy statement, recommended by the Academic Senate at its meeting of February 22, 1979, and approved by the President on March 6, 1979, is as follows:

Undergraduate Study Bulletin, pg. 81, Item 2

WITHDRAWALS AFTER THE FOURTH WEEK OF INSTRUCTION AND  
PRIOR TO THE FINAL THREE WEEKS OF INSTRUCTION

Drops during this period are permissible only for serious and compelling reasons. The procedure for withdrawals during this period are the same as in No. 1 except that the approval signatures of the instructor and department chairperson are required. The requests and approvals shall state the reasons for the withdrawal. Students should be aware that the definition of "serious and compelling reason" as applied by faculty and administrators may become narrower as the semester progresses. Copies of such approvals are kept on file in the Admissions and Records Office.

Undergraduate Study Bulletin, pg. 78, Item 6

GRADES AND ADMINISTRATIVE SYMBOLS GENERAL POLICY

Instructors are further expected to make clear to their students during the first week of instruction what grading policies and practices will be employed in the class and what rules will apply to withdrawals.

Effective: Fall 1979

DEG:bjp  
3-22-79

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Academic Senate Office