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Drop Add Policy

The College at Brockport, College Senate

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Routing #24 81-82

Resolution #21
1981-1982

Drop Add Policy

11/25/82

TO: President John E. Van de Wetering

FROM: The Faculty Senate

Meeting on 5/3/82
(Date)

RE: X I. Formal Resolution (Act of Determination)
 II. Recommendation (Urging the fitness of)
 III. Other (Notice, Request, Report, etc.)

SUBJECT: Drop Add Policy

(see attached)

[Handwritten mark]

Signed Ginny L. Studer Date Sent 5/25/82
(For the Senate)
Ginny L. Studer, President, Faculty Senate...

TO: The Faculty Senate

FROM: President John E. Van de Wetering

RE: I. Decision and Action Taken on Formal Resolution

- a. Accepted. Effective Date 6/21/82
- b. Deferred for discussion with the Faculty Senate on _____
- c. Unacceptable for the reasons contained in the attached explanation

II., III. a. Received and acknowledged

(b) Comment: - a week will be 7 days after the start of instruction

DISTRIBUTION: Vice Presidents: Waller, Douglas, Smith, Watts

Others:

Distribution Date: 6/22/82

Signed: [Signature]
(President of the College)

Date Received by the Senate: _____

STATE UNIVERSITY OF NEW YORK
College at Brockport

Faculty Senate Meeting: 5/3/82
Agenda Item VII. B. 1.

Drop Add Policy

Adding Courses

1. Courses may not be added after the first week of regular semester or after the first three days of a summer session (this includes 2nd and 4th quarter courses) without penalty. The deadline date for adding courses is indicated on the College calendar. Any adds after this posted deadline will be considered a late add. Late adds will be permitted only for extenuating circumstances that prevented the completion of registration during the add period.
2. To late add, a student must first receive faculty permission and then purchase a late add form (\$10) from the Bursar.
3. A student may not add a course which will increase the course hour load above his/her approved maximum load.
4. Departmental approval is required prior to the submission of registration materials if the student wishes to add a closed course.
5. Detailed procedures for adding a course are printed on the student's Registration Control Form.

Dropping Courses

1. Courses may be dropped during the first half of the duration of the course; dropped courses do not appear on the student's transcript.
2. Detailed procedures for dropping a course are printed on the student's Registration Control Form.