



Student Course Withdrawal
Memorandum #AA-1.00
Nunez Community College

Title: Student Course Withdrawal

Effective Date: 10-15-19

Last Revision Date:

Cancellation:

Department/Office: Academic Affairs

Student Course Withdrawal

Requirements/Criteria

- A. A **student is responsible for dropping classes** or withdrawing from the College if he/she is unable to complete a class or classes. Failure to officially drop a class or withdraw from the College may result in the student receiving a low or failing grade in the course.
- B. A student may withdraw from a class or classes within the deadlines specified in the Academic Calendar.
- C. A student who withdraws from the class after the official fourteenth day of class and prior to the deadline specified in the Academic Calendar will receive a “W” for the course.
- D. A “W” does not compute into the student’s semester or cumulative grade point average; a “W” indicates that the student enrolled in the class and the student withdrew from the class prior to the deadline for dropping classes with a “W.”
- E. After the calendar deadline, a student may not withdraw from a class. However, in extenuating circumstances, the Vice Chancellor may authorize withdrawal from a class or classes with a “W” after the deadline.



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X	Reviewing Council/Entity	Review Date	Effective Date
X	Academic Affairs	09-12-19	10-15-19
X	College Compliance Committee	09-12-19	10-15-19
X	Chancellor's Council	10-15-19	10-15-19

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Chancellor's Signature/Approval

SIGNATURE: 

DATE: 10-15-19

Tina M. Tinney, Ed.D.
Chancellor