

DEADLINES FOR TRANSCRIPT CODING OF DROPPED COURSES 2023-2024

TRANSCRIPT CODES

	DROP WITH NO RECORD <i>(25% of course)</i>	WP/WF <i>(25-50% of Course)</i>	ZERO <i>(after 50% of course, a zero will count towards GPA)</i>
FULL-YEAR COURSE	Nov. 8	Nov. 9 – Jan. 19	Beginning Jan. 20
SEMESTER 1 COURSE	Oct. 6	Oct. 7 – Nov. 8	Beginning Nov. 9
SEMESTER 2 COURSE	Mar. 1	Mar. 2 – Mar. 28	Beginning Mar. 29

- After September 15th, all add/drop requests require form completion. This form is available in the counseling office.
- No full-year or Semester 1 additions will be made after Oct. 6th
- No Semester 2 additions will be made after March 1st
- **Corrections in levels (level changes)** may be done until Oct. 7th
 - No grades will follow for any level changes made on or before this date
 - Level changes made after Oct. 7th **will** result in grades following students to their **new** level/course
- Pass/Fail option deadline is the same as Drop No Record dates above. Pass/Fail option forms are available in the counseling office.
- Courses required for graduation cannot be taken Pass/Fail