

Withdrawal Notice to Students

Some online instructors prefer to establish a deadline for student withdrawals that is sooner than the standard date set by the Registrar's Office. To that effect, we have written a Withdrawal Notice to Students that may be incorporated into your course policies and included in your syllabus, Welcome Page, and/or Welcome Letter. The dates we have suggested for each of the three summer sessions are five class days following the first day of the withdrawal period.

After [date*], I will support requests to withdraw with a "W" grade only if extraordinary personal circumstances exist. Your failure to engage in the course is NOT an extraordinary circumstance.

[Instructor Name]

*2008 Dates:

June 6 (for courses offered first 6 weeks)

June 17 (for courses offered full 12 weeks)

July 17 (for courses offered second 6 weeks)