TITLE: Drop Policy for Upper Division Nursing Courses of Less Than 16 Weeks Duration

PROCEDURES:

The following drop dates correlate with the MSU Registrar’s Office Policies for 3, 8, and 12-week courses. If courses are of different lengths than those stated below, the College of Nursing staff/faculty need to contact the Registrar's Office for specific dates.

I. 3 week session/15 days of instruction
   • 1st day of term-last day to add online
   • 3rd day of term-last day to drop online
   • 5th day of term-last day to drop without a “W”
   • 6-10th day of term-“W” drop period
   • 11th day of term-no drops allowed

II. 8 Week session/intersession/39 days of instruction
   • 3rd day of term-last day to add online
   • 6th day of term- last day to drop online and last day to add via form
   • 8th day of term-last day to drop online
   • 10th day of term- last day to drop without a “W”
   • 11th-33rd day of term-“W” drop period
   • 34th day of term-no drops allowed

III. 12 Week Session/58 days of instruction
   • 4th day of term-last day to add online
   • 8th day of term- last day to drop online and last day to add via form
   • 13th day of term- last day to drop without a “W”
   • 14-43rd day of term-“W” drop period
   • 44th day of term-no drops allowed

Reviewed/Approved by:

Level I: UAAC (February, 2015)
Level II: Associate Dean for Undergraduate Programs (March, 2015)