

**Title: Withdrawal End Dates**

Reference: PASSHE – SA-049

Students will be permitted to withdraw from a course and receive a grade of “W” up to the end of the tenth week of the semester. After the tenth week of the semester and through the last day of classes, students who withdraw will receive a grade consistent with university policy which will be determined by the instructor. Withdrawal periods will be prorated for summer and intersession terms.

For the fall and spring semesters, beginning with the sixth week and through the tenth week, students must meet with the instructor of the class from which they want to withdraw to discuss the action. (In the event the instructor is not available, the student may meet with the academic advisor or major department chairperson.) The individual with whom the student meets will withdraw the student from the course using online registration.

Because of the nature of the course offerings for the summer sessions and winter intersession, students may withdraw from the courses themselves through the dates on the published academic calendar. However, it is highly recommended and encouraged that students discuss this with the instructor (or advisor or major department chairperson if the instructor is unavailable) prior to taking this action.