

	ACADEMIC AFFAIRS POLICY		Page 1 of 2
	Issued: (original policy date) Click here to enter text.		Revised: (date) Click here to enter text.

Policy Title: ***Withdrawal Policy***

Policy Status: ☐ New

☒ Revision

☐ Supersedes existing policy titled:

☐ Deletion

Policy Purpose/Reason: APC reviewed peer institutions to collect data on withdrawal policies. Aggregated data on peer institutions was sent out to APC members. The semester median was noted to be 64% and the mean was noted to be 67%. APC agreed an extension of the withdrawal deadline was appropriate. Consensus among members concurred that the withdrawal deadline recommendation be extended to 66% of the semester.

Justification for this decision includes the following points: 1. The 66% timeframe is between the median and the mean; 2. Students who may be failing one class of their full-time course load, have extra time to assess their opportunities for successfully raising their grade prior to dropping a class; 3. A student's decision to withdraw at the 50% of the semester could jeopardize their full-time status, GPA, or scholarships; 3. Course exams and grade information for students to review will be more substantial, facilitating an informed and accurate self-evaluation by the student in the decision to remain in the class or withdraw; 4. While no data was reviewed to determine the impact on retention, it was posited that if the withdrawal date is extended, an opportunity for student retention exists due to the extended time for a student to raise their grade.

Effective Date of Policy (Note: Enter a date here only if the effective date is not next July 1): Academic Year 2021-22

Background: The CMU withdrawal deadline for students has been capped at 50% of the course. To view the current withdrawal policy see the AY 2020-2021 catalog under the registration policy and procedures section at: <https://catalog.coloradomesa.edu/registration-policies-procedures/> During the Covid-19 pandemic, the withdrawal policy was extended to the last week prior to finals. In determining the extension withdrawal deadline, administration observed that the withdrawal date at other higher institutions was later than CMU's 50% mark of the semester for full term courses. Academic Policies Committee (APC) was charged with review of the withdrawal deadline time frame.

Definitions: N/A

Full Policy Statement: APC recommends the withdrawal deadline be set at 66% of the course.

Exclusions or Special Circumstances: None. However, discussion was held on the impact of the extension on the current emergency hardship withdrawal policy for extenuating circumstances. APC noted that there is no data on the impact of a 66% withdrawal timeframe on the hardship withdrawal deadline. APC agreed that prior to recommendation of a change in the hardship withdrawal deadline, the new withdrawal policy should be implemented for a period of time to determine if a change is necessary.

Policy Summary for Catalog: In the "Withdraw from Individual Classes" section of the catalog: A student may withdraw from individual classes via MAVzone prior to the first day of the session for the course (full semester, late start, modular, or variable length). After the session has begun, the student must submit the Course Withdraw online form up to two-thirds of the way through the course as indicated on the Important Dates website. Within the published withdraw deadline, a student will receive a "W" on the transcript which will not be calculated in the grade point average. After the published deadline, a student will receive a grade of "F" which will be calculated in the grade point average. A student with extenuating, non-academic reasons should review the emergency hardship withdraw or add/drop/withdraw exception sections.

Related Documents:

Policies: Click here to enter text.

Forms: Click here to enter text.

Other: Click here to enter text.

Approved by (signatures as applicable):

Faculty Senate APC Chair K. Bridget Marshall /date_3/24/2021_____

Faculty Senate *Well's* ^{Faculty Senate} representative/date 4/30/2021
_{President}

Vice President for Academic Affairs *Tim Han* /date 5/4/21

President *[Signature]* /date _____

Board of Trustees (if applicable) _____ /date _____

Expiration Date (if applicable): Click here to enter text.