

<p><b>CHAPTER 3</b></p> <p>Student Policies</p>	<p><b>SECTION NO.</b></p> <p>3.25</p>
<p><b>REFERENCE</b></p> <p>3.25 Withdrawal – Official Withdrawal from a Course</p>	<p><i>Adopted: October 12, 2010</i></p> <p><i>Reviewed: October 12, 2010</i></p> <p><i>Revised:</i></p>

Official withdrawal from courses will result in a W grade designation on a student’s permanent academic record. For students who do not officially withdraw from a course as described above, the course instructor will assign a traditional letter grade (A,B,C,D,F) in all course numbered at the 100 level or above. In courses numbered below the 100 level, the instructor has the option of assigning a traditional letter grade or a non-punitive NC grade.