

ARGOSY UNIVERSITY

COURSE ADD/DROP DEADLINES

Academic Year 2010-2011

Students dropping a class must provide official notification to the Student Services Department by completing the ADD/DROP Form. Students officially dropping all classes in a semester are considered withdrawn for refund purposes and are subject to the institutional refund policy as published in the academic catalog.

PLEASE NOTE: For weekend courses, the official start date may precede the on campus component. Tuition credits will be applied to the student's account according to the refund schedule below:

For 15 week courses, if a student drops:	Refund percentage
By noon of the second Friday after the session start date	100%
After noon of the second Friday of session start date	0%

For 7 1/2 week courses, if a student drops:	Refund percentage
Within the first 7 days of the session start	100%
After the 7 th day of the session start date	0%

In order to receive a refund of 100%, students must officially drop a course through Student Services by the following dates. Please note that the deadline for 15 week courses is noon on the date listed.

Fall 2010	Spring 2011	Summer 2011
September 17, 2010 for Session I - 15 week courses	January 21, 2011 for Session I - 15 week courses	May 21, 2011 for Session I - 15 week courses
September 14, 2010 for Session I - 7½ week courses	January 19, 2011 for Session I - 7½ week courses	May 16, 2011 for Session I - 7½ week courses
November 5, 2010 for Session II - 7½ week courses	March 10, 2011 for Session II - 7½ week courses	July 7, 2011 for Session II - 7½ week courses

Grades		
Students officially dropping a course before the end of the add/drop period will have the course removed from their transcript. A record of the course attempted remains on the student's ledger and in the student's academic record. Students who officially drop after the end of the add/drop period and before 67 percent of instructional time will receive a "W" on their transcripts. Students who complete more than 67 percent of instructional time may not withdraw from a course. Deadlines for dropping with a "W" grade are below.		
Fall 2010 'W' Grade Deadlines	Spring 2011 'W' Grade Deadlines	Summer 2011 'W' Grade Deadlines
November 14, 2010 for Session I - 15 week courses	March 19, 2011 for Session I - 15 week courses	July 16, 2011 for Session I - 15 week courses
October 11, 2010 for Session I - 7½ week courses	February 13, 2011 for Session I - 7½ week courses	June 12, 2011 for Session I - 7½ week courses
December 1, 2010 for Session II - 7½ week courses	April 6, 2011 for Session II - 7½ week courses	August 3, 2011 for Session II 7½ week courses