

To: All Instructors
From: Office of the Registrar
Subject: Academic Policy Changes for Fall 2008

As you may be aware, there are a few policy changes approved by University Council that will go into effect with the start of the Fall 2008 semester.

- 1)The Drop/Add period has changed slightly - for all courses, there is now an extra day for adding courses only. The Drop/Add dates for undergraduate and graduate level courses are below.

For registration of an undergraduate level course (courses numbered 0097-5999), the Drop/Add dates are:
Drop/Add Begins: Monday, August 18, 2008 at 7:00am
Drop Deadline: Thursday, August 21, 2008 at midnight
Add Deadline: Friday, August 22, 2008 at midnight

For registration of a graduate level course (courses numbered 6000-9999), the Drop/Add dates are:
Drop/Add Begins: Monday, August 18, 2008 at 7:00am
Drop Deadline: Monday, August 25, 2008 at midnight
Add Deadline: Tuesday, August 26, 2008 at midnight

- 2)The Withdrawal Deadline is now two weeks after the semester midpoint. The Withdrawal Deadline for Fall 2008 is Thursday, October 23, 2008.

The grading system for withdrawals has changed. The W (Withdrawal) has been changed to a WP (Withdrawal Passing).

- 3)For undergraduate students, there is now a limit of four (4) career withdrawals at UGA before all subsequent withdrawals receive an automatic grade of WF (Withdrawal Failing). The count will begin Fall 2008 regardless of when a student matriculated and of any withdrawals in previous terms. All withdrawals are included in the count except: Hardship Withdrawals, Withdrawals from Audited Courses, and Military Withdrawals.

- 4)In order to administratively withdraw a student for non-attendance after the drop deadline and before the withdrawal deadline, you will now need to send

an email to the Office of the Registrar at regsupp@uga.edu. Please include the student's name, his/her 810 number, the course and call number. Please indicate whether the assigned grade should be a WP or a WF.

Any questions or concerns should be directed to the Office of the Registrar at (706)542-8771 during normal business hours. After hours, assistance is available from the EITS Helpdesk at (706)542-3106. You may also email the Office of the Registrar at regsupp@uga.edu for assistance.

Thank you for your continued cooperation and assistance.