Motion approved by the Faculty Senate, December 8, 2010

**Motion to change Spring drop deadline for second semester freshmen and transfer students, showing proposed changes (in red) to current GA wording.**

N.B. The motion concerns ONLY the Spring drop deadline and the specification of the group of students to whom it applies. This motion does not involve the current fee structure for those students who drop after the 7th week. Senate has no responsibility for setting late fee policy.

**ADDING AND DROPPING CLASSES**

During the first two weeks of the semester, students may add or drop courses without penalty. After the second week of the semester, the following conditions apply for adds and drops. Undergraduate students:

- May not add courses after the second week of classes, except in extenuating circumstances and with the approval of the Committee on Examinations and Standing (a $75 fee per course will be assessed).

- May drop courses through the seventh week without penalty.

- May not drop courses after the end of the seventh week of classes except in extenuating circumstances and with the approval of the Committee on Examinations and Standing (a $75 fee per course will be assessed). Students who receive approval to drop a course after the designated drop deadline will receive a grade of “W” for that course.

Newly matriculated undergraduate students, both new first-time and transfer students in their first full-term semester at Rice (Fall or Spring), are permitted to drop courses up to the last day of classes (a $75 fee per course will be assessed for courses dropped between week seven and the last day of classes). These same students, in their second semester at Rice, if that semester is a full-term Spring semester, are permitted to drop courses through the tenth week of classes.