



Policy Title

Withdrawal from a Course Policy

Policy Number

1-007

Responsible Unit: Office of Academic Affairs	Effective Date: Before 2019
Responsible Official: Vice Chancellor for Academic Affairs	Last Reviewed Date: 5/28/2021
Policy Classification: Academic Affairs	Last Revised Date: 5/28/2021
	Origination Date: Before 2019

I. Policy Purpose

The purpose of this policy is to inform Southern University Law Center (SULC) faculty and students of what takes place when a student withdraws from a course.

II. Policy Scope

This policy applies to students.

III. Policy Compliance

This policy informs students of the consequences of withdrawing from a course at SULC.

IV. Policy Definitions

Not applicable.

V. Policy Development and Implementation Procedure

The policy was created by the SULC faculty to establish the consequences of a student withdrawing from a course. The Vice Chancellor for Academic Affairs is charged with implementing and enforcing this policy.

VI. Policy and Applicable Procedures

A student who withdraws from a course after the expiration of the drop-add period and without the

written approval of the Vice Chancellor or the Vice Chancellor's designee will receive the grade of "F" in the course. If a student withdraws from a course with permission of the Vice Chancellor or the Vice Chancellor's designee within the time period set for such withdrawal, the student will receive the grade of a "W" for the course. If the student withdraws after the time period for withdrawal has expired, the student will receive the grade of "F". Forms for withdrawal may be obtained from the Records and registration Department.

VII. Policy History and Review

This policy was created and became effective prior to the implementation of the uniform policy format which was implemented in 2019. The policy is subject to a five-year policy review cycle and shall be reviewed by the Vice Chancellor for Academic Affairs and any changes will be submitted to the faculty for consideration.

VIII. Publication of Policy

This policy is published on the Southern University Law Center website at <https://www.sulc.edu/page/sulc-policies>.

IX. Policy Approval

This policy was approved by the Faculty on May 28, 2021.



John K. Pierre
Chancellor, Southern University Law Center

May 28, 2021
Date