

Drop-Add Policy

The Registrar sets calendar deadlines for adding or dropping courses during an academic session. “W” deadlines for each academic session are published on the Registrar’s website as part of the Academic Calendar.

During the first week of classes, students can drop and add classes without the instructor’s signature and without an indication on their transcripts.

From the second week through the automatic withdrawal (automatic “W”) deadline, students can drop classes without the instructor’s signature and without academic penalty. The class will show up on the transcript as a “W.”

After the automatic “W” deadline and through the last day of classes, students can drop classes with the instructor’s signature. It is the decision of the instructor whether a student will receive a “W” or “F” on their transcripts. See the “W” policy in the IU Academic Handbook for more information.

Passed: Faculty Senate Handbook 12/95 [Revised 11/1/11]