Change “First day and up through the 20th day of instruction:” to “First day and up through the 10th day of instruction:”

Add the following before “Serious and Compelling Drop/Withdrawal Period…”

***After the 10th day of instruction and up to Census Date***

* **Individual course drop:** Students must fill-out the Drop/Withdrawal form. Student must obtain the approval from the instructor. Students are NOT required to indicate a reason. Once the form is filled out and all appropriate signatures are obtained, the form is submitted to the Admissions and Records Office service windows.
* **Complete withdrawal:** Student must fill out the Drop/Withdrawal form. Student must obtain approval from each instructor for every enrolled class. Student must have an exit interview with the Financial Aid Office and other offices, as appropriate. Once the form is filled out and all appropriate signatures are obtained, the form is submitted to the Admissions and Records Office service windows.