Policy Concerning LATE ADD

Students are allowed to add courses during a specified period of time at the beginning of each academic term.

A student wanting to add a course after the deadlines must appeal to the appropriate college or the Office of Graduate Studies by completing an APPEAL TO LATE ADD FORM describing relevant extenuating circumstances.

The add policy also pertains to changes from credit to audit, or audit to credit.

Caution: Adding courses may increase your cost. Specific questions regarding fees should be directed to Student Accounts Office, Dempsey Hall Room 236, or by calling 424-1332.

LATE ADD Appeals

Decisions on appeals for undergraduate-level courses are made by the college in which the course is offered. All courses with catalog numbers 5XX, 6XX and 7XX are graduate-level and appeals are evaluated by the Office of Graduate Studies, Dempsey Hall 337.

The colleges and the Office of Graduate Studies have different time frames in which appeals are processed and may have different criteria for certain courses. Please check with your undergraduate academic advisor or the Office of Graduate Studies regarding the criteria.