

MOD CUT-OFF DATES

Spring 2012

MOD	DATES	LAST DAY TO DELETE	LAST DAY FOR S/U/W
MOD			
13 (first 3 weeks)	1/17-2/6	20-Jan	30-Jan
23 (second 3 weeks)	2/7-2/28	10-Feb	21-Feb
33 (third 3 weeks)	2/29-3/21	2-Mar	13-Mar
15 (first five weeks)	1/17-2/21	23-Jan	8-Feb
25 (second five weeks)	2/22-4/4	28-Feb	19-Mar
35 (third five weeks)	4/5-5/10	11-Apr	27-Apr
17 (first 7.5 weeks)	1/17-3/19	26-Jan	21-Feb
27 (second 7.5 weeks)	3/20-5/11	29-Mar	23-Apr
110 (first ten weeks)	1/17-4/4	30-Jan	2-Mar
210 (second ten weeks)	2/23-5/11	7-Mar	9-Apr
Mod 19 (late start, 13 weeks)	1/31-5/11	17-Feb	30-Mar

S/U Grades

A grade of "S" will indicate satisfactory completion of the course and will receive credit. A grade of "U" will indicate unsatisfactory completion of the course and will receive no credit. In either instance the grade received will not be used in determining the student's grade-point average.

Students enrolled in an associate degree program may elect a maximum of fourteen (14) credit hours to be graded "S" (Satisfactory) or "U" (Unsatisfactory). For students in a certificate program the maximum is seven (7) credit hours. It is recommended that these credit hours be taken outside of the student's major area of study. During the first week of the semester, the instructor will indicate his/her criteria for the traditional letter grades and for the "S" and "U" grades. Students must file a Request for S/U grade with the Registration & Records Office by the end of the 10th week of the regular semester if they elect the S/U option. Once this form has been filed, the decision is irreversible. However, students should be aware that at the discretion of the instructor an "N" grade may be assigned as per college grading policy.

Some courses are graded only on the S/U grading system. In these cases, the instructor will notify students that this is the only grading system for the course and students do not have to file an S/U form.

W Grade - Withdrawal From a Course

To withdraw from a course, a student is required to obtain an Add/Drop form from the Registration & Records Office which will identify the course being dropped. The student must complete and sign this form and return it to the Registration & Records Office for processing by the published deadlines.

Course withdrawals are permitted through the first two thirds (2/3) of any course. Please consult the Registration and Records Office as there are specific deadlines for deleting a course from the student's schedule, versus deadlines for issuing "W" grades. The grade of "W" will not affect the student's grade-point average, but may negatively impact the student's academic standing and/or ability to receive financial aid.

Modular ("Mod") Courses

Modular, or mod, classes are those courses which are less than a full semester in length. Below are three sample course listings for modular courses: on-campus, web-based, and hybrid. The explanations on how to read and identify modular courses refer to the circled Section (Sec) portion of the course listing.

CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date	Location
11131	OFT	100	351	M	1	Keyboarding on the PC	MWF	11:00am -11:50 am	24	20	4	Smith	03/31- 05/12	B-206

Modules:

First digit – indicates the mod in sequence:

- 1 = first mod in sequence
- 2 = second mod in sequence
- 3 = third mod in sequence, etc.

Second digit – indicates the duration of the mod:

- 1 = ten week mod
- 3 = three week mod
- 5 = five week mod
- 7 = 7.5 week mod

Third digit – indicates the section number

*Note that the Date section of the above course listing reveals the course runs for 5 weeks and it provides you with the exact date range for the course.