

# SIMON FRASER UNIVERSITY

S. 71-58

## MEMORANDUM

TO SENATE

From B. G. WILSON, VICE-PRESIDENT, ACADEMIC  
AND CHAIRMAN, SENATE UNDERGRADUATE  
ADMISSIONS BOARD

Subject AMENDMENT TO COURSE CHANGE AND  
WITHDRAWAL REGULATIONS, S. 71-58

Date APRIL 16, 1971

### MOTION:

1. "That late entry into course be permitted until the end of the 3rd week of classes with the proviso that in the 2nd and 3rd weeks, permission of the professor teaching the course be required, as well as that of the Departmental Chairman.
2. That a student request for a waiver of the course drop date on the basis of extenuating circumstances, be granted, if the professor teaching the course and the Departmental Chairman approve it. The last day such requests could be approved would be seven days before the commencement of the examination period."

Note: The attached paper is a revision of Paper S.71-39, previously considered by Senate and referred back to the Senate Undergraduate Admissions Board.

S. 71-58

TO: SENATE

FROM: DR. B.G. WILSON, ACADEMIC  
VICE-PRESIDENT, AND CHAIRMAN,  
SENATE UNDERGRADUATE ADMISSIONS  
BOARD

DATE: APRIL 16, 1971

SUBJECT: AMENDMENT TO COURSE CHANGE  
AND WITHDRAWAL REGULATIONS

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This is to advise that the Senate Undergraduate Admissions Board approved Paper SUAB 14 at their meeting on February 4th, 1971, with further revision at their meeting on April 8th, 1971, and it is now being forwarded to Senate for approval.

This paper replaces Paper S.71-39, which was previously considered by Senate, and referred to S.U.A.B.

Encl.

TO: MEMBERS OF SENATE

FROM: S.U.A.B.

DATE: 1st FEBRUARY, 1971

REVISED: APRIL 8, 1971

SUBJECT: AMENDMENT TO COURSE CHANGE  
AND WITHDRAWAL REGULATIONS

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The current regulations in relation to Course Change and Withdrawals are as follows:--

A student may enter a new course up until the end of the first week of classes. It is permissible to drop courses up until the end of the ninth week. The amendments to these regulations which this paper proposes are as follows:

- MOTION**
1. That late entry into a course be permitted until the end of the 3rd week of classes, with the proviso that in the 2nd and 3rd weeks, permission of the professor teaching the course be required, as well as that of the Departmental Chairman.
  2. That a student request for a waiver of the course drop date on the basis of extenuating circumstances, be granted, if the professor teaching the course and the Departmental Chairman approve it. The last day such requests could be approved would be seven days before the commencement of the examination period.

The reasons for presenting these suggested changes are as follows:--

The present date for entry does not take into account the fact that a student has very little exposure to the courses in which he enrolled during the first week of classes. The first week of classes is usually devoted to a general outline of course requirements and possibly brief remarks about the theme of the courses. It is not generally until the second week that a student will have gotten into the course reading and attended lectures and tutorials. It would seem reasonable to provide students with at least a

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period of two weeks of involvement in a course, at the end of which, it would still be possible to gain entry into another course.

Since the approval of the professor teaching the desired new course is required, during the second and third weeks, there is a safeguard to ensure that any such entry is a sound academic decision.

The amendment in regard to late course withdrawals recognizes that circumstances may arise which would make it in the academic interest of a student to drop a course later than is presently allowed. It recognizes as well that such a decision can be competently made at the departmental level.

JRMca:bc