



**PROVIDENCE
COLLEGE**

School of Continuing Education
Add, Drop, Withdrawal, Course Changes and Cancellation

Fall 2017	Winter 2017	Spring 2018
August 28	December 18	January 16
First day of SCE classes	Last day to add online classes; SCE online classes begin	First day of SCE classes
August 28-September 11	January 5	January 16-22
Add period for full semester prior to the 2 nd class meeting	Last day to add Winter II (one- week classes, M-F, 8:30am - 4:30pm)	Add period for full semester prior to the 2 nd class meeting
September 1	January 8	January 19
Last day to add online classes	First day of Winter one-week courses	Last day to add online classes
September 12	January 9	January 29
Last day for dropping courses without (WD)	Last day for Pass/Fail - online courses	Last day for dropping classes without a (WD)
November 7	January 10	April 4
Last day for election of Pass/Fail	Last day for P/F online courses Last day to withdraw (WD)	Last day for election of Pass/Fail
December 1	January 11	April 27
Last day to withdraw from full semester and online classes (WD)	Last day to withdraw from one- week classes (WD)	Last day to withdraw from full semester and online classes (WD)

Course changes or Cancellations:

The college reserves the right to change the time a course is offered and/or to cancel any courses if deemed necessary.

Course withdrawal or Change of Status

Students who wish to withdraw from a course or change course status (for example, change from credit to audit, or Pass/Fail) must submit an official course withdrawal or change in status form to the SCE Office. Important: Ceasing to attend class does not constitute an official withdrawal. Failure to properly withdraw by the deadline will result in a recorded grade of NF (failure) on the permanent academic record.