

2023-2024 WCJC College Catalog Addendum

This addendum to the 2023-2024 WCJC College Catalog lists modifications to school policy that have occurred during the current academic year. Items listed within this addendum include reference to the current information and page number in the College Catalog that is being replaced or revised, the updated verbiage and college policy, and the effective date of the change. These changes stand as the official policy for the College, superseding the information in any print or electronic copy of the 2023-2024 WCJC College Catalog.

Amended Policies Included in this Addendum

- | | |
|-----------------------------|-------|
| I. Dropping Courses | Pg. 2 |
| II. Withdrawal from College | Pg. 3 |



Policy Revision: Dropping Courses

Effective Date: August 28, 2023

The section on “Dropping Courses”, beginning on page 7, is amended, as follows:

DROPPING COURSES

Courses that are dropped prior to the attendance verification day for that course will not count on a student’s transcript as a “W”. However, students are still expected to meet all financial obligations for the course per the College’s “Drops and Withdrawals” deadlines, updated each semester on the College’s website. Students who drop a course after the attendance verification day and prior to the official drop date will receive a “W” for the course. Students may complete a full withdrawal (i.e. unenroll from all courses in a given semester) up until the last day of classes for that semester, prior to the start of final exams. The calendar for course drop and withdrawal deadlines is updated and published each semester on the College’s website.

If a student registers for class but does not pay for the course(s), does not attend, or quits attending, the student must officially drop or withdraw by logging in to Online Services and accessing the “Register (Add/Drop)” page or submitting a “Course Drop” form to the WCJC Office of Admissions and Registration. Failure to do so will result in an “F” on the student’s transcript for each incomplete course and full financial obligation for each course. Students must check their record to ensure that all applicable courses have been dropped.



Policy Revision: Withdrawal from College

Effective Date: August 28, 2023

The section on “Withdrawal from College”, beginning on page 17, is amended, as follows:

WITHDRAWAL FROM COLLEGE

If a student must withdraw from the College before the completion of the semester for which he or she is enrolled, the student must drop all courses from their schedule by logging in to Online Services and accessing the “Register (Add/Drop)” page or by submitting a “Course Drop/Withdrawal” form to the Office of Admissions and Registration by the last day of classes for that semester, and prior to the start of finals, as published on the WCJC Academic Calendar. All financial obligations to the College must be met in order to receive official clearance to withdraw.