**Change One:**

Current:

Resignation-Students may withdraw without penalty of failure if they resign no later than midterm.

Proposed:

Resignation- Students who wish to resign from all courses for a term should contact their deans. To avoid complications with student financial aid and other matters, resignations should not be done on the Web. Students may withdraw without penalty of failure if they resign no later than midterm, a date specified in the university calendar. After this date, the dean will obtain from the student’s instructors his or her scholastic standing at the time of resignation, and report it to the Office of the Registrar. If the student is failing in over half of the work (not counting any courses for which the student has already received a W), the number of hours reported as failing will be counted as credit hours attempted and will be included in academic eligibility calculations and grade point computation. Those hours reported as passing will be dropped and will not be counted in the grade-point computation. Furthermore, if a student has been placed on academic suspension at the end of the last term in residence prior to the resignation, the dean will review the grades and determine whether the student will be placed on further academic suspension.

**Change Two:**

Add following under All Other Withdrawals/Resignations (non-medical) after Midterm:

Personal withdrawals after midterm should only be recommended in cases where there is documentable university error or documentable personal circumstances that clearly impede the student’s ability to maintain the existing course load. Instructors should be aware they do not have the authority to promise students after midterm personal withdrawals as these must be approved by the associate dean and the designee from the Office of the Provost. Poor performance in a class, with the absence of documentable extenuating circumstances is not grounds for withdrawal after midterm.

**Change Three:**

Add time limit for (non-medical) Retroactive withdrawals/resignations:

Non-medical retroactive withdrawals/resignations must be initiated no later than the student’s next term in residence at Auburn.

**Change Four:**

Replace “Associate Provost for Undergraduate Studies” with “Provost’s Designee” throughout the document.