

Dear USF Sarasota-Manatee Undergraduate Student:

In support of our ongoing commitment to your success, we want to inform you of some important academic policy changes that will be implemented Fall 2011.

**Academic policy changes beginning Fall 2011:**

- [Course Withdrawal limits \(p. 35\)](#)
- [Academic Probation and Dismissal \(p. 45\)](#)
- [Academic Renewal I and II \(p. 45-46\)](#)
- [Readmission of Former Students \(p. 18-19\)](#)
- ["M" \(Missing\) Grade Policy \(p. 43\)](#)

While links to information about all of the changes are listed above, one change in particular--a new limitation on course withdrawals--will affect all students and deserves a more complete explanation.

Previously, USF has had an unlimited course withdrawal policy, allowing students to withdraw from as many courses as they wanted during their academic career. Data we have collected over the past few years has clearly shown the negative impact of this policy. Allowing students to withdraw an unlimited number of times:

- could increase the amount of debt you incur;
- can reduce your ability to secure and maintain financial aid; and
- impacts your ability to make good academic progress and to graduate.

To address the negative consequences of excessive course withdrawals, beginning Fall 2011 the University will be limiting all undergraduates to a total of five USF course withdrawals during their academic career at USF. These five course withdrawals are further limited to three USF course withdrawals for students with less than 60 earned credit hours, and **two USF course withdrawals for students with 60 or more earned credit hours**. Once the course withdrawal limit is reached in OASIS, students will be prevented from further course withdrawals and will need to seek and obtain approval through an [ARC petition](#) for any additional course withdrawal above the limit. Approvals will be granted infrequently and only in cases of extreme hardship.

**This course withdrawal policy applies to *all* undergraduate students at USF.** That is, this policy will apply to entering freshmen and transfer students, as well as all continuing students and former students returning. That said, continuing and returning students will be permitted to start with a "clean slate"--the course withdrawal ("W" grade) "counter" will not *count* any course withdrawals earned prior to Fall 2011. Thus, all students, beginning in Fall 2011, will not have any of their previously earned "W" grades *counted* towards the allowable maximum of 5 withdrawals; however, all of the previous "W" grades earned will continue to be reflected on the student's transcript.

We have developed a frequently asked questions page regarding this policy: [www.ugs.usf.edu/student/withdrawals.htm](http://www.ugs.usf.edu/student/withdrawals.htm). Please check the links above to obtain more information regarding this policy and the other new academic policies listed.

If you have questions after reviewing the policies please contact your academic advisor for more information. We look forward to assisting you in a successful and productive academic year.

Academic Advisors are available during walk-ins or by making an advising appointment:  
<http://www.sarasota.usf.edu/Students/AcademicAdvising/appointments.php>