

Rule 6A-14.0301 is amended to read:

6A-14.0301 Withdrawal and Forgiveness. Community colleges shall adhere to the following procedures relating to student withdrawal from courses and to conditions under which forgiveness for grades earned will be granted to the student.

(1) Withdrawal.

(a) The student may withdraw without academic penalty from any course by the mid-point in the semester. Midpoint shall be defined as the point after which midterm assessments are completed, not to exceed 70 percent of the term. Withdrawals after that date would be granted only through established institutional procedures.

(b) The student will be permitted a maximum of two (2) withdrawals per course. Upon the third attempt, the student will not be permitted to withdraw and will receive a grade for that course.

(2) Forgiveness. Each college shall publish, in the catalog or student handbook, a statement which:

(a) Limits forgiveness to courses where D and F grades were earned.

(b) Limits to two (2) the number of times a course grade may be forgiven.

(c) Advises students regarding the potential impact of forgiven courses in the computation of a student's grade point

average in transferring to other institutions, either public or private, and the need to consider the impact of retaking a course on their specific financial aid package.

(d) Courses may be repeated if they are designated as repeatable, such as choir, music, or journalism or are individualized courses of study; or if they are required to be repeated by a regulatory agency; or are being repeated as part of a regulatory requirement for continuing education to stay current in a field, such as teacher certification.

(3) Total attempts. A student may have only three (3) attempts per course including the original grade, repeat grades, and withdrawals at any point in the semester. A fourth attempt may be allowed only through an academic appeals process based on major extenuating circumstances.

(4) The number of total attempts allowed per course may be restricted for students enrolled in limited enrollment programs. Notification of such restrictions must be provided to students in writing upon admission to the limited enrollment program.

(5) ~~(4)~~ Audit enrollments shall not count as attempts unless such enrollment is declared after the end of the drop/add period.

College preparatory students, who are required to be certified as completing competency-based college preparatory instruction, shall not be enrolled as audits.

(6) ~~(5)~~ Exceptions to the above provisions may be granted

through an academic appeals process in accordance with the policies of the local board of trustees.

(7) ~~(6)~~ Effective date. These procedures shall be implemented by the community college no later than the Fall 1997 academic term.

Specific Authority: 1001.02(1), 1001.03, 1001.02(9) ~~229.053(1)~~
~~240.325~~ FS. Law Implemented: 1001.02(9) ~~240.325~~-FS. History -
New 8-13-96, Amended 8-17-98, 1-23-00,