

Change in Academic Schedule after Start of Classes

CALENDAR PERIOD	LATE REGISTRATION	ADD A CLASS	CHANGE BASIS OF GRADING	DROP A CLASS ¹	COMPLETE WITHDRAWAL ¹	MEDICAL WITHDRAWAL ¹
FALL 2007 WEEKS 1-3² August 23 - September 14, 2007	Add on SOLAR with Permission Number(s) obtained from Instructor(s). Pay fees and \$25 late fee by 11:59 pm on the business day following enrollment.	Add on SOLAR with Permission Number(s) obtained from Instructor(s).	Change on SOLAR with no approval necessary. See CR/NC grading policy on page 21 of the Schedule of Classes.	Drop one or more classes, but not all, on SOLAR with no approval necessary. ¹	Drop all classes enrolled for term on SOLAR with no approval necessary. ¹	Complete Medical Withdrawal: Apply at the Klotz Student Health Center. Partial Medical Withdrawal: Fill out <i>5th Week+ Change of Academic Program or Schedule</i> ³ and submit to Undergraduate Studies (UN 215). All Graduate Students seeking any type of Medical Withdrawal must apply at the Klotz Student Health Center.
WEEK 4² Sept. 17 - 20, 2007⁵ NOTE: The deadline for Week 4 schedule adjustments is Thursday, September 20, 2007 , because it is the 20th day of instruction.	Obtain signatures of Instructors and Dept. Chairs of all courses on <i>Change of Schedule Petition</i> ⁴ and file with Admissions and Records no later than Thursday, September 20, 2007 . Late fee: \$25	Obtain signatures of Instructor and Dept. Chair of all courses on <i>Change of Schedule Petition</i> ⁴ and file with Admissions and Records no later than Thursday, September 20, 2007 . No fee.	Obtain signatures of Instructor and Dept. Chair of all courses on <i>Change of Schedule Petition</i> ⁴ and file with Admissions and Records no later than Thursday, September 20, 2007 . No fee.	Normally not permitted. Obtain signatures of Instructor and Dept. Chair of course on <i>Change of Schedule Petition</i> ⁴ and file with Admissions and Records no later than Thursday, September 20, 2007 . ¹ No fee.	Normally not permitted. Obtain signatures of Instructor and Dept. Chair of all courses on <i>Change of Schedule Petition</i> ⁴ and file with Admissions and Records no later than Thursday, September 20, 2007 . ¹	Complete Medical Withdrawal: Apply at the Klotz Student Health Center. Partial Medical Withdrawal: Fill out <i>5th Week+ Change of Academic Program or Schedule</i> ³ and submit to Undergraduate Studies (UN 215). All Graduate Students seeking any type of Medical Withdrawal must apply at the Klotz Student Health Center.
WEEKS 5-17² September 21 - December 21, 2007	NOT PERMITTED EXTRAORDINARY CIRCUMSTANCES ONLY will be considered by filing a <i>5th Week+ Change of Academic Program or Schedule</i>.³ Students will receive a grade of "W" if requests to drop a class or classes are approved.					Same as Week 4.

1 IMPORTANT! Student eligibility for Financial Aid is based on enrollment. A student who reduces the number of enrolled units or who completely withdraws may be subject to REPAYMENT (including medical withdrawals) and should consult a Financial Aid representative for additional information.

2 Students enrolled in PACE and online courses must adhere to the same deadlines and procedures outlined in this table.

3 The *5th Week+ Change of Academic Program or Schedule* is available online at www.csun.edu. Pull down Quick Links and select Student Forms.

4 The *Change of Schedule Petition* is available online at www.csun.edu. Pull down Quick Links and select Student Forms. **The form can only be used Monday through Friday of Week 4 of instruction. It will NOT be accepted before or after this week.**

5 The deadline for Week 4 schedule adjustments is **Thursday, September 20, 2007**, because it is the 20th day of instruction.