

Adding and Dropping Courses

SESSIONAL DATES

Due to the COVID-19 world pandemic, dates within the January 1, 2021 to August 2021 timeframe may be temporarily amended.

The Office of the Registrar, in consultation with the academic community and appropriate administrative offices, will determine all applicable sessional dates for the academic year and communicate them to Senate. The list of sessional dates will be maintained on the Registrar's Office website in the Academic Calendar at <http://www.westerncalendar.uwo.ca/>

ADDING AND DROPPING COURSES

Courses normally may not be added and dropped after the specified deadline dates. In exceptional cases and on presentation of evidence of medical or compassionate grounds or other extenuating circumstances, the Dean (or designate) of the faculty of registration may grant a petition to waive the regulation.

Deadline dates for adding or dropping a course normally will be calculated according to the table below. If the deadline to drop a course falls on a Saturday, Sunday or Statutory Holiday, it will be extended to the next working day.

Once classes begin, a course may be added or dropped only with the joint approval of the Dean (or designate) of the Faculty in which the student is registered and the Chair (or designate) of the Department concerned.

A course that has been dropped by the last date specified for adding a course shall be expunged from the records. A course that has been dropped after the last date specified for adding a course but before the last date for dropping a course without academic penalty (or subsequently, if a petition is granted by the Dean) shall be recorded as "WDN."

A course that has not been dropped in accordance with the above regulations and that has not been completed satisfactorily by the student shall be recorded as "F."

Dates within the January 1, 2021 to August 2021 timeframe may be temporarily amended and are indicated in "Red" below.

TYPE OF COURSE	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DATE OR DAY TO DROP Date or Number of business days from and including the start date of the session
Full year full (1.0) or half (0.5) course	Fall/Winter	7	November 30
First term full (1.0) course	Fall/Winter	7	November 12
First term half (0.5) course	Fall/Winter	7	November 12
Second term full (1.0) or half (0.5) course	Fall/Winter	7	March 7 14
Q, R, S or T course	Fall/Winter	5	10

First term quarter (0.25) course ("Q" course offered by Education Pre-Service Sept. to Dec.)	Fall/Winter	7	October 15
Second term quarter (0.25) course ("S" course offered by Education Pre-Service Jan. to Apr.)	Fall/Winter	7	February 15
"U" and "V" courses offered by Education	Fall/Winter	7	November 30
SUMMER COURSES	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DAY TO DROP Number of business days from and including the start date of the session
Full (1.0) course - 12 weeks	Summer Evening	5	25
	Summer Distance	5	25
Full (1.0) course - 6 weeks	Interession	2	15
	Summer Day	2	15
First-term and second-term half (0.5) course – 6 weeks	Summer Evening	5	20
	Summer Distance	5	20
First-term and second-term half (0.5) course – 3 weeks	Interession	2	10
	Summer Day	2	10
Q First-term quarter (0.25) course – 3 weeks	Summer Evening	2	10
R Second-term quarter (0.25) course – 3 weeks	Summer Evening	2	10

Students in "W" accelerated language courses may transfer to the equivalent full year course with the permission of their Faculty prior to November 1.

Some of the quarter courses offered by the Richard Ivey School of Business do not fit into the standard time lines. For these courses, the last day to add a course will be ten (10) business days from and including the start date of the session; the last day to drop a course without penalty will be 50% of the way through the course (from and including the start date of the session) excluding Reading week.

For quarter courses in Kinesiology:

- "Q" These courses will start the first Monday of the term; the last day to add the "Q" quarter course will be five (5) business days from and including the Monday start date; the last day to drop the "Q" quarter course without penalty will be ten (10) days from the Monday start date.
- "R" The start date will be tabulated as thirty-one (31) business days from the start of the "Q" session; the last day to add the "R" quarter course will be thirty-five (35) business days from the start of the "Q" session; the last day to drop the "R" quarter course without penalty will be forty (40) business days from the start of the "Q" session.
- "S" These courses will start the first Monday of the term; the last day to add the "S" quarter course will be five (5) business days from and including the Monday start date; the last day to drop the "S" quarter course without penalty will be ten (10) days from the Monday start date.
- "T" The start date will be tabulated as thirty-one (31) business days from the start of the "S" session; the last day to add the "T" quarter course will be thirty-five (35) business days from the start of the "S" session; the last day to drop the "T" quarter course without penalty will be forty (40) business days from the start date of the "S" session, excluding Reading week.

For "H" (8 week) and "J" (6 week) courses offered by the Faculty of Health Sciences in the Compressed Time Frame Nursing program, the last day to add a course will be five (5) business days from and including the start date of the session; the last day to drop a course without academic penalty will be ten (10) business days from the start date of the session.

FACULTY OF LAW

In the Faculty of Law, the add/drop period for Fall courses is the first five days of the Fall Term. The add/drop period for the January intensive courses is the first day of the Winter Term. The add/drop period for courses taking place over the remainder of the Winter Term is the first five days of the balance of Winter term.