

## Drop Fee Proposal

### Proposal

The Faculty Senate recommends that the University Registrar's office charge a fee of 25 dollars to all students who drop a class after the first week of instruction.

Exceptions to this rule:

- First Year Students
- Students who decide to change sections of the same class

### Argument for:

Class availability for Major and Minor students has become a problem in recent years with some students not being able to register for a necessary class only to find that after the Add/Drop period ends, there is an open spot. This fee will discourage students from signing up for courses that are unnecessary and take valuable spots away from students who need the class for their Major/Minor. In addition, this resolution may increase dialogue between Advisors and Advisees and help ensure that the students are on the correct path towards graduation. Finally, this resolution will create an additional revenue stream for the University at large and will encourage students to make smarter choices when scheduling for classes.

### Magnitude of problem:

Term	Count ID	Revenue	Sections 30
Spring 2008	1930	\$ 48,250	64
Summer 2008	133	\$ 3,325	4
Fall 2008	2528	\$ 63,200	84
Spring 2009	2116	\$ 52,900	71
Summer 2009	127	\$ 3,175	4
Fall 2009	2570	\$ 64,250	86
Drops after Add Option Close: Sophomore - Senior			

### Language found on the websites of other Institutions

#### University of Arizona

**\$25.00 Course Late Drop Fee:** With the following exceptions, a \$25.00 late drop fee will be charged to the student for **each** student-initiated drop and for **each** administrative drop beginning the second week and continuing through the last day of classes for Fall and Spring semesters. See [Dates and Deadlines](#) for specific dates.

#### Exceptions to the \$25.00 Late Drop Fee:

- Does not apply to section changes
- Does not apply to department drops
- Does not apply to Summer and Winter courses

- Does not apply to courses with non-standard start and end dates
- Does not apply to complete withdrawals from the University

**Drop Fee Appeal Process:** Students who have extenuating circumstances such as a medical emergency, death in the family or legal issues, may appeal the \$25 fee. The Drop Fee Appeal Form is available in Administration Room 210 or at the Registration and Transcripts website at <http://www.registrar.arizona.edu/registrarforms>. Complete the form and attach medical, legal or other documentation supporting your request. Submit the form and documentation to the Office of Registration and Transcripts, Administration, Room 210. You will be notified by email of the appeal decision.

**Berkeley:** A Drop Fee of \$10 per course is charged to undergraduates who drop classes after the second week of instruction, and charged to graduate students who drop courses after the third week of instruction.

#### **Indiana Bloomington: Late fees**

A [late schedule change fee](#) will be assessed for **each** class **dropped** after the first week of classes. The late schedule change fee also applies to a class number (section) change, a change of arranged hours, or a credit/audit change.

Waiver of the late schedule change fee will be considered only when it can be clearly demonstrated that the university, through one of its offices or officials, is directly responsible for the late drop/add activity.

#### **Oregon State University: Late Registration Change — \$20 per course changed**

There is no charge to change registration (add, drop, withdraw from a course, change credits, change grade option, or change to audit) by the stated deadlines. Each registration change after the stated deadlines will be charged a \$20 late registration fee. This applies to any late add, late add to audit, late drop, late withdrawal from a course, late change in grading basis, or late change in course credit. If you initially register after the end of the second week of the term, you will be charged a \$100 late registration fee, but *the \$20 fee is not charged when the \$100 late registration fee is charged*. For any registration change thereafter, however, you will be charged the \$20 fee.

**Iowa State University: Late Registration:** Undergraduate students who do not complete their registration before the first day of classes are charged a \$20 late registration fee. Graduate students who do not complete their registration before the first day of classes are charged a late registration fee of \$20 during the first week of classes, \$50 the second week of classes, and \$100 the third week of classes or anytime later.