

Proposed Student Backdated Withdrawal & ARC Guidelines

Reasons not to consider backdated withdrawals/ARCs for students:

- Discontentment with a class including:
 - Not liking the faculty
 - Not liking the class structure
 - Not liking the grading or assignment structure
- Student change of major resulting in a course no longer being required
- Student work schedule changes or promotion
 - Exception being a student taking on more hours due to family loss of income, in this case would be compassionate withdrawal
- Student does not have the finances to pay for classes they enrolled in

Reasons why backdated withdrawals or ARCs would potentially be considered:

- Non-Attendance (this is a gray area)
 - Requires some form of documentation
 - Enrollment at another school
 - Full-time work status
 - Extenuating life circumstances
 - Student is made aware of transfer credits after starting class and decides not to continue at ASU
 - Is there a get out of jail card?
 - Worth considering as a one-time gesture for students with a clean academic track record
 - Should not be openly promoted or advertised by staff and reserved for extenuating circumstances

- Technology issues on the part of ASU
 - Excessive inability to access required coursework through required ASU vendor
 - Requires documentation
 - Helpdesk ticket submission
 - Screenshots

*****All students requesting backdated withdrawals or ARCs should be connected with Financial Aid and Scholarship services to discuss account specifics and possible financial ramifications*****