IMPORTANT REGISTRATION NOTICE

Procedures for adding courses during the second week of classes for fall 2009, August 31st – September 8th, have changed.

Procedures for the second week of classes will be the same as procedures used during the 1st week of classes.

• Open classes may be added online via Titan Online. *No permit will be required if there are openings in the class.*

• Waitlists will continue to run through the evening of Tuesday, September 8th, filling any open spots in classes that are created by student drop activity.

• Restricted classes (Instructor Permission Required) will continue to require a permit to add online. Permits will expire at midnight on Tuesday, September 8, 2009.

• Students must drop classes online via Titan Online.

We are not accepting excess unit forms from students, departments, or colleges for the fall term. The only exception to this policy is if a graduating senior for fall has a special case that warrants special consideration for one or two additional units. The units should be needed to allow them to graduate. So that depts. and advisors are kept in the loop, the graduating seniors who need these units should follow the steps below:

• The student must speak to the advisor and get signature approval of the excess units on the appropriate form.

• Students should attach a letter to the form explaining their situation and a copy of the TDA confirming the this is the remaining outstanding requirement for graduation.

• The excess unit forms will be reviewed for possible processing with confirmed fall 2009 candidates being given priority if the approved excess units will complete the final course requirements for graduation.

Melissa K. Whatley
University Registrar
CSU, Fullerton
BEGINNING FALL 2009
UNDERGRADUATE WITHDRAWAL POLICY CHANGES

- 18-unit maximum limit of ‘W’ (Withdrawal) on the CSUF undergraduate record
- Fall 2009 begins all undergraduate students with a count of ‘0’ for ‘W’s.
- ‘W’s on the CSUF record prior to Fall 2009 will not be counted in the 18-unit limit.
  (although they do remain on the academic record)
- Classes the student withdraws from beginning Fall 2009 will begin to add up under the 18-unit limit.
- The last day to drop without a grade of ‘W’ for Fall 2009 is September 8, 2009.
- The ‘W’ counter is not currently viewable online in the Student Center or the Faculty Center. However, it will be available later this semester.
- This policy does not apply to graduate and post baccalaureate students.
- For further information, please visit:
  - www.fullerton.edu/admissions
  - Click on ‘Resources’
  - Click on ‘Frequently Asked Questions’
  - Click on ‘Undergraduate Withdrawal Policy’

Significant new changes beginning FALL 2009 on UNDERGRADUATE REPEAT POLICY and INCOMPLETE POLICY can also be viewed at this web site.