## Policy.)

Late Withdrawal/Drop - The WF Penalty - Students who drop a course or withdraw from the College after the date published in the Catalog as the last day to drop a course or withdraw from the College without penalty will receive a grade of WF for all courses involved. The only exceptions are in cases of hardship as determined by the Vice President for Academic Affairs or his/her designated representative. Verification of hardship will be required.

## C. TRANSIENT AUTHORIZATION

A Darton State College student who wishes to enroll temporarily in another college or university must obtain prior permission to do so and should request that a letter of authorization be sent to the Director of Admissions of that college or university. The Darton State College Registrar may grant the permission and issue the letter of authorization. Students requesting transient permission must have exited learning support and have at least a 2.0 GPA and request courses as part of their curriculum at Darton State College. Credit earned while in a transient status may be transferred back to Darton State College provided such credit carries a grade of "C" or better and satisfies curricular requirements. It is the student's responsibility to request that a transcript of credits be sent back to Darton State College.

## D. CLASSIFICATION OF STUDENTS

At the beginning of each semester, students are classified as follows: freshman, sophomore, junior or senior. Students who have earned fewer than 30 semester hours of college credit are classified as freshmen. A student must have successfully earned 30 semester hours of college credit to be changed to sophomore status. Those students who are enrolled in the bachelor's degree program will be classified as juniors at 60 semester hours of earned credit and as seniors when they reach 90 semester hours of earned credit.

## E. EXAMINATIONS

Within the accepted bounds of academic freedom and sound educational practice, faculty members are free to present their subject matter as they deem best. This includes the number and types of tests and examinations. Faculty is expected, however, to give sufficient evaluation opportunities to arrive at a fair assessment of the students' command of the subject. The College designates the final four days of each semester for final examinations. Most courses will have a final examination.