

Policy VI.6003.D, Course Drop Limit

Purpose

The purpose of this policy is to provide information about the state-mandated limit of six dropped courses while a student is pursuing undergraduate coursework at any public institution of higher learning in Texas. This mandate affects students who were considered freshman or new students in the Fall 2007 semester or thereafter.

Policy

Undergraduate students enrolling as first-time freshmen at a public institution of higher education in Texas in Fall 2007 or thereafter are limited to a total of six dropped courses during their entire undergraduate career. This requirement complies with Texas Education Code § 51.907. This means that the total number of course drops from all transfer public institutions of higher learning in Texas – including San Jacinto College (SJC) – cannot exceed six total course drops. If a student meets the limit of a total of six dropped courses during their undergraduate education, they will not be able to drop additional courses in any future semester or term.

Students are encouraged to submit all transcripts to SJC prior to course registration so that SJC can appropriately determine the number of course drops that could affect a student. For more information about submitting transcripts to SJC, visit <https://www.sanjac.edu/admissions/how-to-apply/submitting-your-transcript>.

The law authorizes certain exemptions to the course drop limit. For a list of the allowed exemptions, documentation requirements, and the approval process for requesting exemptions, visit <https://www.sanjac.edu/admissions/courses-registration/>.

For information regarding specific processes, SJC transcript guidelines, exemptions, and recent legislative changes about this requirement, visit <https://www.sanjac.edu/admissions/courses-registration/>.

Definitions

Course Drop: A course drop, which is recorded on a transcript, is defined as an affected credit course not completed by an undergraduate student who:

- Is enrolled in the course at the Official Census Date, and
- Will receive a non-punitive grade of WL.

The Official Census Date varies according to the length of the course. The most common course lengths can be found by visiting <https://www.sanjac.edu/admissions/courses-registration/>. For the census date for all other course lengths, please contact the Office of the College Registrar/College Records.

Withdrawn (W): If, at San Jacinto College, a student withdraws from a course that does not count towards their limit of six (6) drops, the student will receive a grade of W (withdrawn) on their transcript. A W does not calculate in the student's grade point average, but it might impact financial aid eligibility.

Withdrawn Limit (WL): If, at San Jacinto College, a student withdraws from a course that counts towards their limit of six (6) drops, the student will receive a grade of WL (withdrawn limit) on their transcript. A WL does not calculate in the student's grade point average, but it might impact financial aid eligibility.

Associated Procedures

Procedure VI.6003.D.a, Course Drop Limit

Date of Board Approval	March 7, 2022
Effective Date	March 8, 2022
Primary Owner	Deputy Chancellor & President
Secondary Owner	Associate Vice Chancellor, Student Services