



Rush University, College of Nursing

Policies and Procedures-Matriculation

Dropping and/or Adding Courses

Students who wish to change the course or courses for which they have registered must notify their advisors. Courses cannot be added after the published date. (<http://www.rushu.rush.edu/registrar>)

Matriculated students may drop courses using RUConnected. At-large students may obtain and complete a drop/add form from the Office of the Registrar or download it from the Registrar's website (<http://www.rushu.rush.edu/registrar>). The effective date of the drop/add is the date the completed form is received in the Office of the Registrar or the drop is successfully completed in RUConnected. No courses may be dropped after the last day of classes or after a final evaluation/grade has been determined. No withdrawals are permitted during the final examination period. Please refer to the Rush University Catalog for more information regarding dropping and adding courses including policies related to tuition refund, financial aid and grading <http://www.rushu.rush.edu/catalog/acadresources/adddrop.html>.

If all courses being taken during a term are being dropped, the student must complete a Leave of Absence form for that term.