

Course.6 (an220.0Bc220.7Credits)MC8(e)-5nd(l)eserv(at656(r)of  
2023.

Related polia2 B o5 (e)-0.9(is)-6.2 (:)-32N m7J 4.9.886 0 A 8.03

Scheduled Review Date: Vice Deans January 2025

A. Circumstances When Courses May Be Cancelled

The Vice Dean(s),in consultation with the Dean, may cancel:

1. Any course in which ten or fewer

drops to two or fewer students. The Student Services Office can work with impacted students when a course is canceled

Typically, Southwestern will employ the following course cancellation approach:

1. For the fall semester and Period 5 electives, initial cancellation decisions will be made two weeks before the specific term begins, although earlier cancellations may be made if it reasonably appears that the course will not achieve the minimum enrollment figures or if another reason listed in Section A occurs. Final cancellations usually will be made one week before the specific term begins but may be made later if enrollment is close to or dips under the minimum noted in Section A.
2. For the January Intersession, initial cancellation decisions will be made eight weeks before the term begins, although earlier cancellations may be made if it reasonably appears that the course will not achieve the minimum enrollment figures or if another reason listed in Section A occurs. Final cancellations usually will be made immediately before Winter Break but may be made later if enrollment is close to or dips under the minimum noted in Section A.
3. For the spring semester and Periods 4 and 7 electives, initial cancellation decisions will be made eight weeks before the specific term begins, although earlier cancellations may be made if it reasonably appears that the course will not achieve the minimum enrollment figures or if another reason listed in Section A occurs. A second round of cancellation decisions will be made four weeks before the specific term begins. Final cancellation decisions usually will be made one week before the term begins but may be made later if enrollment is close to or dips under the minimum noted in Section A.
4. For the summer session, the initial cancellation decision will be made six weeks before the term begins, although earlier cancellations may be made if it reasonably appears that the course will not achieve the minimum enrollment figures or if another reason listed in Section A occurs. A second round of cancellation decisions will be made three weeks before the term begins. Final cancellation decisions usually will be made one week before the term begins but may be made later if enrollment is close to or dips under the minimum noted in Section A.

#### C. Policy Revisions

Southwestern expressly reserves the right to change or modify any aspect of this policy at any time, with or without prior notice.