

NEW OLLI POLICY ON DROPPING COURSES

Students are encouraged to notify the OLLI office as soon as they are aware that they need to drop a course. If that course has a wait list, the office staff will promptly notify the student at the top of the wait list that they have been added to the course.

What's changed from the old policy?

Students no longer need to report absences (misses) to the office.

If a student misses one or more classes, will they be dropped from the course?

No. Effective immediately, the only way a student will be dropped from a course is if he/she notifies the office they are dropping the course.

Will the classroom still have a printed roster for attendance to be taken?

The office will continue to provide instructors with rosters, as per the usual. Instructors can use the roster however they wish, or not at all, as he or she prefers.

Why has the policy been changed?

After careful consideration of the issue, OLLI's Council of Directors, Curriculum Committee, and program manager agreed that, given how much time and effort it took staff to track several hundred student absences per term, and how little impact this work had on reducing the wait list for oversubscribed classes, it did not make sense to continue to track absences.

Moving forward, how will wait lists be managed?

Anytime a student in a course with a wait list contacts the office to drop the course, the office will register the student at the top of the wait list in the course and will notify the student. Also, instructors of a course with a wait list will be encouraged to contact the office if/when they want the office to let a student(s) at the top of the wait list into the course. For example, if an instructor notices that there are 5 fewer students in the class than he/she expected, the instructor may contact the office to request that the 5 students at the top of the wait list are registered in the course.