

JOHNS HOPKINS UNIVERSITY  
OFFICE OF THE REGISTRAR - HOMEWOOD  
SPRING 2010 – Undergraduate Students

**Deadline Dates for Adds, Drops, & Withdrawals**

(For all courses – including Independent Study, Research and Internship)

<b>Course Adds* and Drops</b>
<i>*AS – no signature required/no electronic holds</i>
<i>*EN – no signature required/no electronic holds</i>
<b>In-person and Online</b>
January 25 – February 5
<b>Last Day to Add – February 5 –and end of waitlisting</b>
<b>This deadline includes Independent Study, Research and Internship</b> <i>which requires the signature of your faculty sponsor</i>

<b>NO DROPS DURING THE WEEKEND</b>
<b>February 6 – February 7</b>

<b>Course Drops Resume</b>	
<b>In-person</b>	<b>Online</b>
Feb 8 – March 5	Feb 8 – March 7
AS – no signature required	AS – no signature required
EN – faculty advisor’s signature needed	EN - faculty advisor release advising hold

<b>Course Withdrawals</b> (“W” on transcript)
<b>In-person Only</b>
March 8– March 26
AS – no signature required
EN – signature from faculty advisor and EN Advising Office

<b>Satisfactory/Unsatisfactory (S/U option)</b>
<b>In-person Only</b>
January 25 – March 26
AS - faculty advisor’s signature if within major/minor
EN - faculty advisor’s signature

## **ADD/DROP POLICY FOR 4 WEEK COURSES**

### GENERAL POLICY

1. Adds are permitted during the first week of the course.  
Signature requirements to add after the second day:  
AS - Instructor  
EN - Instructor
2. Drops without a "W" are permitted during the first week of the course.  
Signature requirements:  
AS - None  
EN - None
3. Withdrawals with a "W" are permitted during the second week of the course.  
Signature requirements:  
AS – Office of Academic Advising  
EN - Faculty advisor and Office of Engineering Advising
4. Changing to S/U is permitted up to the end of the second week of the course.  
Signature requirements:  
AS - Faculty advisor if the course is within the major/minor  
  
EN - Faculty advisor