



Re: Add/Drop Deadlines for Fall 2011

Dear Student,

Please note the following the deadlines for our add/drop period for Fall 2011:

- Deadline to ADD classes: **Tuesday, September 6, 2011 at 4:00pm**
- Deadline to DROP classes: **Monday, September 12, 2011 at 4:00pm**

These dates represent extended deadlines in consideration to those affected by Tropical Storm Irene. **Unfortunately we cannot make exceptions** for these deadlines, **even with faculty signatures**, except in the following extreme circumstances:

- **Call to military duty**
- **Major illness that incapacitates the student**

If you have third party documentation for these circumstances listed above, you may make an appointment with the Dean of Students or Director of Student Services to discuss the situation.

You may, however, register for Late Start/Weekend classes that have openings until the start date of the particular course. You do not need special authorization for Late State Registration; you may sign up normally at the Records Office. Please refer to the enclosed list of Late Start courses.

Sincerely,

A handwritten signature in blue ink that reads 'Wilson Luna'. The signature is fluid and cursive, with the first name 'Wilson' and last name 'Luna' clearly distinguishable.

Dr. Wilson Luna
Dean of Student Services

_____ *Open Doors*  *Open Minds* _____

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