

PROGRAM PLANNING

Credit in any course is also subject to all restrictions which may appear in the *General Catalog*. For restrictions on graduate study, see *School of Graduate Studies—Master's Degrees*.

CHANGE OF MAJOR

Each undergraduate student who wishes to change his or her major must report to the Office of Advising Services to initiate the procedure; graduate students should report to the Graduate Office. The Office of Advising Services will instruct the students on how to notify their old and new major departments. Advising Services will see to it that the new major change is recorded on the data base.

WITHDRAWAL FROM COURSES

A student is held responsible for the program of courses in which he or she is officially registered. After registration no changes will be made or recorded until appropriate add or drop forms have been completed and filed at the Admissions-Records Office by the student. A student is urged to consult an adviser before making a program change. If the class is dropped before the end of the fourth week of classes, the course will not be recorded on the permanent record. The end of the fourth week is defined as the end of the twentieth instructional day of the semester. After the fourth week, a student may drop a course only for serious and compelling reasons which must be stated in writing with the drop form. Serious and compelling reasons include illness or accident or a change in work hours or a significant increase in work hours and responsibilities which make it impossible for a student to continue with his or her program of record. Such circumstances may be verified with the attending physician or employer. Personal dislike or dissatisfaction with the subject matter, class or instructor, failure to perform satisfactorily and the threat of a poor evaluation are not serious and compelling reasons within the university policy. If the drop is approved, a W grade will be assigned (see current *Schedule of Courses*).

Withdrawals are not permitted during the final three weeks of instruction except in cases such as accident or serious illness where the cause of withdrawal is due to circumstances beyond the student's control. Normally, withdrawal from courses during the final three weeks of instruction involves a total withdrawal from the university. Withdrawal from the university is not permitted during the final examination period.

PREPROFESSIONAL PREPARATION

Preprofessional programs are available for students who plan to transfer to other institutions for the completion of professional curricula in such fields as dentistry, forestry, law, librarianship, medicine, optometry, occupational therapy, pharmacy, theology, and veterinary medicine. Certain of these programs are described below. Students planning to complete a preprofessional program and degree at CSUF must complete a major offered at this university. They should include their preprofessional area plus their university major on all registration forms; for example, premedical-chemistry, premedical-biology, prelaw-history, prelaw-political science. They should consult an adviser and the catalog of the school of their choice.