

minimum of 45 semester units. Only students who have been fully approved for admission to credential programs may enroll in certain education courses and qualify for a school service credential on the basis of the college's recommendation.

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*.

#### **PROGRAM CHANGES**

Each student is held responsible for the program of courses listed at the time of registration. After the program has been filed, no changes will be made without completion and filing of the forms provided by the Student Records Office. The change is not recorded until these forms are properly filled out and filed in the Student Records Office. No courses may be added after the second week of the semester; courses dropped after the first six weeks incur a fine of \$1.

#### **CHANGE OF MAJOR**

Each student who wishes to change his major should report to the Counseling Office to initiate the procedure. The Counseling Office will in turn notify the departments concerned so that advisement records may be forwarded to the new department and a new adviser may be assigned.

#### **WITHDRAWAL FROM COURSES**

Withdrawal from any course after filing the program requires written application on forms provided by the Student Records Office. Such an application filed after the third week and not less than one week before the beginning of the final examination period of the semester, permits the student to drop a course with a "W" recorded. No program changes other than complete withdrawal from the entire enrolled program may be made after that date. A fine of \$1.00 will be assessed for application to withdraw from a course after the first six weeks of the semester, unless the student is applying for a complete withdrawal for the semester. See *Refund of Fees*.

#### **WITHDRAWAL FROM COLLEGE**

Students withdrawing from college must file written application on the forms provided by the Student Records Office. Applications filed before the end of the third week of the semester will enable the student to withdraw without having classes recorded. Applications filed after that time will be subject to the same rules as requests to withdraw from individual courses except that a W will be given in all courses on withdrawal from college during the last week of classes or thereafter. See *Refund of Fees*.

### **SCHOLARSHIP REQUIREMENTS**

#### **UNITS**

A credit or semester unit represents one hour of class work per week for one semester. It is assumed that two hours of preparation are required for each hour in class. Three hours of laboratory per week are the equivalent of one unit. In a limited number of courses two hours of laboratory per week are the equivalent of one unit.