



LOS ANGELES COMMUNITY COLLEGE DISTRICT

EAST • CITY • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECHNICAL • VALLEY • WEST
OFFICE OF THE CHANCELLOR

Directive Number 148
February 9, 2012

TO: College Presidents
Executive Staff
Vice Presidents of Academic Affairs
Vice Presidents of Student Services
Admissions and Records Officers
Curriculum Deans
Schedule Preparation Deans

RE: Change in No Penalty Drop Date – Effective Summer 2012

The State Chancellor's office has determined that colleges can no longer claim apportionment for credit courses where students drop after the census date but before they are assigned a "W" (Withdrawal).

As a result, Districts will no longer be able to claim FTES for students who were not enrolled in the class long enough to be assigned an evaluative or nonevaluative symbol (i.e. A, B, C, D, F, P, NP, I, IP, RD, W).

In response, LACCD is changing the No Penalty Drop Date to the day before census, ensuring that we are in compliance with state apportionment requirements. For full-term courses, this means that the No Penalty Drop Date will be the end of the second week. The Drop Date for short-term courses will be calculated accordingly.

This directive becomes effective Summer 2012.

A handwritten signature in black ink, reading "Daniel J. LaVista".

Daniel J. LaVista, Ph.D.
Chancellor

c: Board of Trustees
DAS President