

### **Steps required to drop-back from MATH 1300 to MATH 1150-800**

Monday 9/12--You MUST take Exam 1 for MATH 1300.

Tuesday 9/13--You MUST attend class to get your exam back and pay attention to what your instructor has to say about how students performed on the exam.

Wednesday 9/14--You must drop off a completed petition in the Mathematics Department by 5pm. (Late petitions will be considered on a space-available basis.)

Thursday 9/15--A committee in Mathematics Department will review the petitions and let each student know whether they are eligible to drop-back to MATH 1150. Your eligibility will depend both on evidence that you put in a reasonable effort during the first four weeks of the semester and on your answers to the questions on the drop-back petition. (Depending on the number of eligible students there might be a 'waitlist'.)

Monday 9/19--If you have been notified that you are eligible to drop-back, and think you might want to accept that option, you must attend MATH 1150-800 on Monday, 9/19, AND on Tuesday to remain eligible to enroll.

Tuesday 9/20--At the end of class, if you want to drop-back you will be required to sign an agreement to do so. You will subsequently be dropped from MATH 1300 and enrolled in MATH 1150-800 (processing these drop-backs could take the Mathematics Department a couple of days).