



# **PILOT COURSE!**

## **APSU 1200**

# **TRANSFER STUDENT COURSE**

APSU 1200 IS AN INTERDISCIPLINARY COURSE THAT PROVIDES TRANSFER STUDENTS WITH A FOUNDATION FOR SUCCESS AND SENSE OF BELONGING AT APSU.

### **THIS COURSE EMPHASIZES**

- STUDENT ENGAGEMENT AND SERVICES
- LIBRARY LITERACY
- ACADEMIC STRATEGIES FOR SUCCESS
- APSU TECHNOLOGY
- CAMPUS CULTURE
- SELF-ADVOCACY

**COMING  
FALL 2023**

**CONTACT  
COMBSR@APSU.EDU**



# Correspondence Courses

VS

# Distance Education

## Announcements



- Automated, weekly announcements
- Deadline reminders

- Weekly announcements explaining or summarizing content



## Discussions



- No interaction between student & instructor in discussion boards

- Instructor-initiated discussions
- Instructor further prompts students in discussion boards



## Quizzes & Assignments



- Auto-graded quizzes
- Graded assignments without individualized feedback

- Graded quizzes and assignments with individualized feedback



## Video Lectures



- Prerecorded videos with no interactive components

- Video lectures have in-video quizzing or corresponding activities to complete



## Communication



- No clear policy on frequency or method of communication is available
- Generic, scheduled communication that are blanket statements

- Clear expectations
- Individualized for monitoring student success
- Responsive to student questions
- Office hours posted & opportunities to meet virtually are available



For questions, assistance, or course reviews, please contact the Department of Distance Education  
931-221-6625 or [online@apsu.edu](mailto:online@apsu.edu).

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## IN THIS SECTION

# Special Circumstance Drop or Withdrawal

The Office of Student Affairs will consider a special circumstance withdrawal if the criteria for the withdrawal is met. The criteria set is subject to change at the discretion of the Office of Student Affairs. All necessary paperwork related to the special circumstance withdrawal process should be submitted to the Office of Student Affairs at [studentaffairs@apsu.edu](mailto:studentaffairs@apsu.edu). All necessary paperwork related to a specific course drop because of special circumstance should be submitted to Enrollment and Student Achievement at [sa@apsu.edu](mailto:sa@apsu.edu).

### Drop

A request of a specific course drop because of exigent circumstance can be requested and must be processed through the office of **Enrollment and Student Achievement**. This exigent drop could include courses that require physical activity that may be untenable because of health considerations. A special drop can be enacted for any courses that do not fully withdraw the student from the semester. As an example, if the student needs to drop from 12 credit hours to 3 credit hours, the special drop is the applicable option. If the student needs to drop **all currently attended courses**, then a withdrawal is required.

### Backdated Withdrawal

This type of withdrawal is for an event that has occurred that will require special circumstance withdrawal from all classes at the university. Backdated withdrawals can only be enacted for the currently active semester – as an example, if at the beginning of the semester a special circumstance listed below occurred that prevented attendance for greater than 10 calendar days, then you are able to request a backdated withdrawal.

### Retroactive Withdrawal

This type of withdrawal is for an event that has occurred that will require special circumstance withdrawal from all classes at the university in a semester that is not currently active. Retroactive withdrawals are needed if the student has a special circumstance that made them unable to attend the university in a previous semester. As an example, if a student has one of the described events below occur during the Fall Semester, and they are requesting special circumstance withdrawal during a new semester, such as Spring, they must use the retroactive withdrawal request.

### Qualifying Factors related to a Drop or Withdrawal

Special circumstance drop or withdrawal requires official paperwork that specifically notes the student's inability to attend during the requested period of time for drop or withdrawal. The following circumstances are currently considered:

**Military**

- Field training exercises
- Military active deployment
- Military deployment (training)
- PCS orders
- School training orders

**Health**

- Hospitalization
- Immediate family member death
- Immediate family emergency
- Doctor's statement that includes the student's inability to attend for a specific or prolonged time period
- Counselor or therapist statement that include the student's inability to attend for a specific or prolonged time period

**Other**

- Police reports
- Documentation that may support your request that is not listed above

Please keep in mind that this appeal is subject to review by the corresponding offices.

**Special Circumstance Withdrawal Request:** email Student Affairs at [studentaffairs@apsu.edu](mailto:studentaffairs@apsu.edu)

**Special Circumstance Drop Request:** email Enrollment and Student Achievement at [sa@apsu.edu](mailto:sa@apsu.edu)