

**STUDENT SERVICES**

**BP 5075 COURSE ADDS AND DROPS**

**Reference:**

Education Code Section 70902

The primary responsibility for class attendance and maintaining an accurate registration record rests with the student. Consequently, each student must process all adds or drops to the registration schedule and is held responsible for the updating of their Official Study Program.

Faculty shall complete an accurate and timely Census Certification for all Census based classes in order to clear their rosters of inactive or no-show students.

See Procedure 5075 titled Course Adds and Drops.