

Student Attrition Codes

1. Attrition Codes. Students who do not successfully complete a Defense Acquisition University course will receive one of the below course attrition codes:

Attrition Code	Definition	Applicable to	
		Resident	Distance Learning
A	Comprehension/Academic Failure	Yes	Yes
I	Emergency Leave	Yes	No
J	Medical and/or Illness	Yes	No
K	Disciplinary/Misconduct	Yes	Yes
N	Unit Recall	Yes	No
)	Voluntary Drop From Course	Yes	Yes

2. Attrition Code Explanations.

a. Comprehension/Academic Failure “A”.

(1) Used when a student fails to achieve the master criteria for a course or at any time during a course if it is determined that regardless of the student’s performance on the remaining course assessments, the student **CANNOT** achieve the mastery criteria for the course.

b. Emergency Leave “I”. Used when a student must drop a course due to a family emergency and the student’s performance to date indicates the potential to meet mastery criteria as outlined in Attachment 4, *Disenrollment, Dropping a Course, and Wait Lists*.

c. Medical and/or Illness “J”. Used when a student must drop a course due to personal illness or medical reasons and the student’s performance to-date indicates the potential to meet mastery criteria as outlined in Attachment 4, *Disenrollment, Dropping a Course and Wait Lists*.

d. Disciplinary/Misconduct “K”. Regardless of the student’s achievement towards mastery criteria, may be used when:

(1) It has been substantiated that a student violated the Standards of Conduct associated with Academic Integrity as outlined in Attachment 1, *Student Standards of Conduct*.

(2) For unexcused absence as outlined in Attachment 1, *Student Standards of Conduct*.

(3) A student becomes disruptive, uncooperative, or fails to reasonably participate in the course requirements.

e. Unit Recall “N”. Used when a student must drop a course due to unit recall as outlined in Attachment 4, *Disenrollment, Dropping a Course and Wait Lists*.

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f. Voluntary Drop from Course “)”. Used when a student voluntarily drops a course other than aforementioned reasons and the student’s performance to-date indicates the potential to meet mastery criteria as outlined in Attachment 4, *Disenrollment, Dropping a Course, and Wait Lists*.

3. Responsibilities. In addition to those aforementioned responsibilities, the Regional Student Services representative (for the respective teaching campus) is responsible for entering the data (graduation or attrition code) into the student’s official record for classroom-based courses after proper notification from the course lead instructor.