

This document is intended to assist ADLC's partner Affiliation staff with understanding the 40-Day Stall Automatic Withdrawal process for senior high school Student Instruction (SI) courses in ADLC's Student Information System (SIS).

Similar to the *Non-Starter Withdrawal* process, we have a **40-Day Stall Automatic Withdrawal process** in place to encourage regular submission of assessments that allows senior high school students to move at a pace that is conducive to learning. It is important to encourage students to not only get started on a new course but to maintain a regular pace throughout their course. *Elementary and junior high SI courses have a [60-day policy](#).*

You can also check out our [video](#) about the new policy.

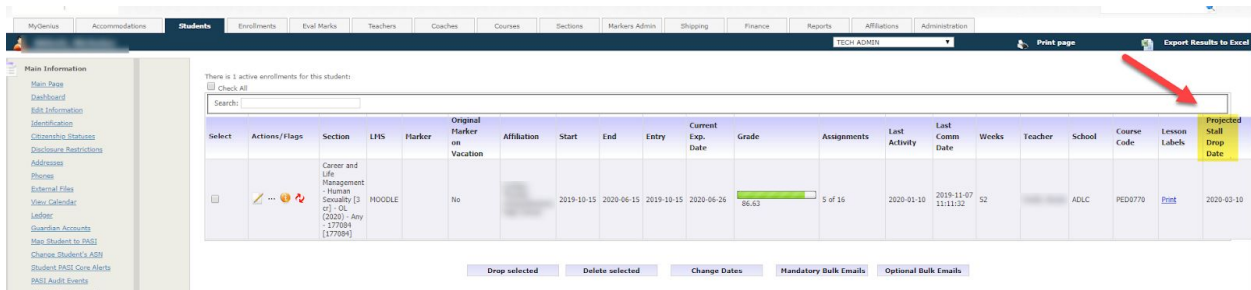
Once a student submits work, the student will have **40 days** to submit (and have graded) their *next* assignment before they are automatically withdrawn from their course.

- During this 40-day window, the student; guardian; coach; the school facilitator; and the teacher will receive two reminder emails:
 - On **Day 20**, 20 days before enrolment is withdrawn
 - On **Day 30**, 10 days before enrolment is withdrawn
- Each time a student submits work and it is graded, the 40-Day 'clock' is reset.





How can Affiliation Super Users see projected stall withdrawal dates?

Two ways:

- After selecting a particular student, In the **Current Enrollments** page (left menu) there is a field called *Projected Stall Drop Date* that will list the withdrawal date.



The screenshot shows the 'Current Enrollments' page in the SIS. The table below displays enrollment data for a student. A red arrow points to the 'Projected Stall Drop Date' column, which shows the date 2020-03-10.

Select	Actions/Flags	Section	LMS	Marker	Original Marker on Vacation	Affiliation	Start	End	Entry	Current Exp. Date	Grade	Assignments	Last Activity	Last Comm Date	Weeks	Teacher	School	Course Code	Lesson Labels	Projected Stall Drop Date
<input type="checkbox"/>	   	Career and Life Management - Human Sociality (3 of 1) - OL (2020) - Any (177084) (177084)	MOODLE		No		2019-10-15	2020-06-15	2019-10-15	2020-06-26	86.83	5 of 16	2020-02-10	2019-11-07 11:11:32	52		ADLC	PED0770	Print	2020-03-10

- Viewing a list of students at once - on the **Enrollments** tab, select **Filter Stalled Enrollments** page.

The screenshot shows the 'Enrollments' tab in a system interface. The search criteria section includes fields for 'Teacher', 'Drop date start', 'Drop date end', and 'Opt-out status'. Below this is a table titled 'Listing funded enrollments that will be dropped within 60 days of inactivity'. The table has columns for 'Select', 'Student', 'Section', 'Marker', 'Affiliation', 'Start Date', 'End Date', 'Grade', 'Last Activity', 'Expiration', 'Stall Drop Date', and 'Flagged for...'. The first row shows a student enrolled in 'Mathematics 20-3 S1 [S cr] - PR (2019) - Any - 165796' with a 'Stall Drop Date' of 2019-05-14.

How can students see their projected stall withdrawal date?

- **Students** can see their projected stall withdrawal date on their SIS dashboard.

The screenshot shows a student's SIS dashboard. On the left is a navigation menu with options like 'Dashboard', 'Course Information', 'Academic Snapshot', 'Suggested Pacing', 'Gradebook', 'Student Information', 'Make a payment', 'Edit Account', and 'School Calendar'. The main content area is titled 'DASHBOARD' and includes a message: 'Here you can see an overview of the current student status and academic progress.' Below this is an 'Academic Snapshot' section that states 'This student is currently enrolled in 1 course:'. A table shows the course details: 'Spanish Language And Culture 10-3Y' on MOODLE with a grade of 93.92%, 26 of 41 assignments, and a 'Stall Drop Date' of 2019-05-03. A red arrow points to this date. Other sections include 'Upcoming Events' (with a message that no events are scheduled) and 'Admission Status'.

Questions?

Give us a call at 1-866-774-5333, ext. 5378 or email info@adlc.ca.