

How to Drop or Withdraw from a class.

DROPPING A CLASS...

- Can take place from the time you register until the 5th business day of the semester.
- Can be completed by logging on to your e-Services account, the same portal you will use to register for classes.
- The class will not show up on your transcript.
- You are not financially responsible for the credits.
- Will not impact your Satisfactory Academic Progress.

WITHDRAWING FROM A CLASS...

- Can take place up until 65% of the course has elapsed.
- Can be completed by submitting a completed Registration Adjustment form (signed by your instructor) to the Registration Office.
- The class will show up on your transcript as "W"
- You are financially responsible for the credits.
- Will not impact your GPA.
- Will impact completion rate.

Contact your advisor before dropping or withdrawing from a course!