

## **WITHDRAWING FROM COURSES AFTER THE ADD/DROP PERIOD**

A student has the option to withdraw from any courses except the First Year Seminar, FYE 112, Writing 060, Writing 110, and Communication 101 through the last day of classes. Students withdrawing from courses after the second week of classes must obtain a *Withdrawal* form from the Records Office. This form, once completed and signed by the student, must be signed by the course instructor and the student's advisor to verify that they have been consulted. If the signed form is returned to the Records Office by the end of the 9th week of classes, a grade of W will be assigned. If this is done after the 9th week of classes, a grade of WF will be assigned. The course and grade will appear on the student's transcript. Refer to the section on Grading System below for more details.