ACADEMIC POLICIES

WITHDRAWAL FROM THE COLLEGE

Any student who voluntarily withdraws from all classes for which he/she is enrolled must fill out a complete withdrawal form available at the following link: Application for Complete Withdrawal. The drop will be processed based on the date the completed form is received in the Office of Admissions and Records. The withdrawal will not be official until the form is signed by the student and clearance has been obtained from the offices noted on the form. Students who drop a class or withdraw from the College before the semester deadline will receive a grade of “W” (withdrawn) in each class dropped. The deadline for receiving a “W” is indicated on the academic calendar. See “Refund Policy” for possible refund eligibility.