

Course Withdrawal



JOHNSON & WALES
UNIVERSITY

- If you withdraw from a registered course after the add/drop period but remain registered for at least one other course, you will not be issued a tuition credit.
- Full charges continue to be applied and a withdrawal grade will be assigned by your course instructor to record attempted credits. It is your responsibility to address further implications to your status.

Please print clearly and legibly

Name: _____ ID #: J _____

Which course do you wish to withdraw from? Course subject & number: CRN:

In order to record attempted credits (including for purposes of determining satisfactory academic progress), a grade of W, WP, or WF will be recorded by the course instructor.

- A W (Withdrawal) is a punitive and failing grade issued at the instructor's discretion, and is entered permanently into the term and cumulative grade point averages.
- In order to qualify for a WP (Withdrawal/Pass), you must have an estimated grade of 60 or higher at the time of withdrawal; this grade is not entered into the term and cumulative grade point averages.
- If the estimated grade is below 60, you will be issued a WF (Withdrawal/Fail), which is entered into the term and cumulative grade point averages as a failing grade until successful completion of the course at a later date.
- Students withdrawing from graduate or post-graduate level courses are eligible for a W grade only.

Course withdrawal may delay and/or impact your graduation date & academic progress.

- As a reminder, you must successfully complete your program's prescribed sequence of study
- Withdrawal from a prerequisite course may impact registration in a future term and may impact the sequencing of your remaining program requirements
- As a reminder, undergraduate students will be allowed no more than three attempts to successfully complete each course, which may result in academic probation, suspension, or dismissal
- All students must review course projections to determine which term(s) the course may be re-offered; the university cannot guarantee when or if the course may be re-offered

Do you reside in university housing?

- If yes, contact Residential Life if your course load is no longer full-time (since your eligibility to remain in university housing may be at risk).

Do you participate in NCAA athletic events?

- If yes, contact the Athletic Department if your course load is no longer full-time (since your eligibility to participate in any athletic events is at risk).

Are you a citizen of the United States?

- If no, contact an International Advisor to ensure your status remains in good standing with the federal government.

Do you receive benefits from the Veterans Administration (VA)?

- If yes, speak with the VA representative to discuss any implications to your benefits.

By signing, you understand & accept the implications of a course withdrawal (this form must be received or processed by Student Academic & Financial Services).

Student Signature: _____ Date: _____

Administrative Use Only advisor/counselor/rep:
SFAREGS SFAALST Copy to Student Copy to Add/Drop File