

# Dropping a Course

The student should discuss the decision to drop a course(s) with his/her advisor. Course(s) may also be dropped online via the Student Information System (SIS), up to the last day to drop with a refund.

Students may drop a course anytime during the first 60% of the semester. This may, however, result in a change in student status for financial aid, veteran's benefits, insurance discounts, etc. Students who formally drop a course by filing the drop form in a timely manner will have information entered on their academic record as follows:

- No courses or grades are recorded for students who register but do not attend classes.
- No courses or grades are recorded for students who withdraw from course(s) during the refund period.
- A grade of "W" is awarded to students who drop a course(s) after the refund period but during the first 60% of the semester.

**Students who fail to file an official drop form to drop a course for which they are not attending will receive an administrative failure for such courses on their transcripts.**