

Withdrawing from a Term -- Graduate

Students who have registered for classes and decide not to attend have the responsibility to cancel their registration or initiate withdrawal by following the appropriate procedures.

Procedures to Withdraw from a Term

PRIOR TO THE FIRST DAY OF THE TERM

Students must cancel their registration through WebOPUS. Students should select “Student Services” > “Registration” > “Add/Drop Classes” > select the appropriate term > drop each of their classes prior to midnight on the day before the term begins.

FIRST DAY OF TERM TO LAST DAY OF REGULAR CLASSES

Students must initiate withdrawal through the department chair.

Technical Difficulties with WebOPUS

If a student experiences problems with using WebOPUS, it is the student’s responsibility to contact the Registrar’s Office as soon as possible.

Tuition and Fees for Students Who Withdraw

Students withdrawing from a term will be assessed tuition and fees according to the pro rata schedule published on the Student Billing & Cashiering website. There are separate schedules for the fall and spring semesters and the summer sessions.

Other Responsibilities Associated With Withdrawal

Students who have received financial aid have additional responsibilities associated with official withdrawal and must contact the Office of Financial Aid directly.