Dropping a Course After the Census Date

The Drop After Census form is available from the Office of Records, Registration and Evaluations. It must be signed by the instructor, department chair and college dean. More information is available on the Registrar's Drop After Census web page.

Please keep in mind that permission is rarely given to withdraw from a course after the census date has passed. Extenuating circumstances must have prevented course withdrawal in a more timely manner. Reasons, which must be documented, include accident, illness (physical or mental), serious personal or family problems, or military transfer. Employment-related withdrawals are valid only when the waiver is filed before the end of the term in question. Lack of awareness of withdrawal procedures is not a valid reason. Official transcripts will indicate a "W" for this dropped class.