Students are advised to review the Academic Calendar for information regarding dates of registration and deadlines for dropping courses prior to submitting a Schedule Change Request.

Process Flowchart for Dropping a Course

Has the withdrawal period ended (approximately ¾ through the semester)?

Yes?	No?
Continue	You may drop classes through PAWS

Is the class you are wanting to drop a corequisite course for another class? (Example – a class/lab combination such as BLY 101 Life Science I and BLY 101L Life Science I Laboratory)

Yes?	No?
You must contact the department over the course for approval to drop. A corequisite override will be added to the course you are planning to keep which will allow you to drop the corequisite course through PAWS.	You may drop course through PAWS prior to the deadline. See below if the drop/withdrawal deadline has passed.

Do you have a hold?

Yes?	No?
Students who have holds on their account and are unable to drop courses during the registration period for the semester may complete a Schedule Change Request form. Students are advised to speak with their Academic Advisor prior to dropping courses. Students pending Academic Misconduct Review will not be dropped.	Continue

Are you dropping due to medical issue?

Yes?	No?
See the CEADR website for the medical withdrawal policy.	Continue

Has the withdrawal period ended (approximately ¾ through the semester)?

Yes?	No?
After deadlines have passed, students must obtain permission to drop a course and/or withdraw from all courses. Late course drops and/or withdrawals will only be accepted with appropriate signatures. **Signatures needed:** Associate Dean (for the course), Student Accounting, Financial Aid, and Immigration (international students only)	You may drop course through PAWS