

# COURSE WITHDRAWAL

Undergraduate students should carefully consider the implications of withdrawing from a registered course.

## TO DO BEFORE WITHDRAWING

1. **Consult your instructor** to review your current grade and ways to improve it
2. **Determine if you need to withdraw**, taking into consideration your motivation, priorities, and goals
3. **Review your degree requirements** to determine potential impact to your academic plan.
4. **Schedule [Advising & Planning Appointment](#)** to discuss your options

Do you want to  
**WITHDRAW**  
from the course?

W grade will show on your transcript,  
but there will be no impact to your GPA.

**No credit will be earned.**

*NOTE: Part-time status (below 12 units)  
may impact housing, health insurance, financial aid,  
visa status, etc.*

- Review the following:
  - [Add, Drop, and Withdrawal policies](#)
  - [Part-Time Status guide if applicable](#)
  - [Financial Aid: Factors to Consider Before Dropping/Withdrawing if applicable](#)
- [Withdraw from course via Workday](#)
- [Schedule Advising & Planning Appointment to update your academic plan](#)

Do you want to  
**REMAIN**  
in the course?

Received grade will show on your transcript,  
and letter grade will impact your GPA.

**Credit will be earned for A-D grade and Pass.**

*NOTE: Some requirements  
are only satisfied with  
C grade or better*

- Connect with instructor often on progress
- [Utilize Learning Resources](#)
- [Seek Access/Disability Services if necessary](#)
- [Consider Counseling Services for support](#)

**advising & planning**