







WHAT IS COURSE WITHDRAWAL

A STUDENT'S GUIDE

There are two applications of the Withdrawn from Course Policy: when an undergraduate student drops a course near the end of the term—but before classes have ended—and when a student petitions to drop a course after classes have ended for the term.

THE POLICY

Course Withdrawal Period

If the last day to drop a course has passed, you may withdraw from a course during the Course Withdrawal Period.

You can withdraw from the course using the online Registration and Enrolment System before the last day of classes.

If you withdraw from more than 3 courses, then it is strongly recommended that you schedule an Academic Advising appointment to review your overall progress.

Petitions

Petitions for removal of the "W" (Withdrawn from Course) notation are not permitted.

The Withdrawn from Course Policy is also relevant to the resolution of Academic Petitions for late withdrawal filed after the last day of classes on the grounds of hardship. Visit the Academic Petitions website for more information or meet with your academic advisor.

THINKING OF WITHDRAWING FROM A COURSE? CONSIDER THIS!

1 FULLTIME VS. PART-TIME



Withdrawing from a course may change your full-time status, which can impact other factors as a student at York (e.g., study permit, housing, OSAP, athletics). A full-time student is considered as a student registered in three full year courses, or six half courses, or 18 semester hours. For many students, it is required that you be registered in a minimum of nine credits in a academic term (Fall/Winter/Summer).

2 ACADEMIC STANDING



Students should be informed of their academic standing. For those students on warning, proceeding in honours, or expected to graduate, it is important to consider how withdrawing from a course may benefit or delay your academic progress. Any questions or concerns should be discussed with your academic advisor.

3 YOUR TRANSCRIPT



The course remains on your transcript once withdrawn. After a course is assigned a "W" notation, it has no credit value and no grade point value and does not count as a course attempt. It is not included in credit totals or GPA calculations.

4 FINANCIAL PLANNING



No refund of tuition fees shall be provided for courses dropped through the course withdrawal option.

Students should consider their full-time or part-time status if reliant on OSAP or other funding.

5 FUTURE PLANNING



Students may be concerned about the impact a "W" may have on their transcript when applying to graduate school or employment. Graduate admissions committees evaluate a transcript by looking at patterns or trends (e.g, improving grades) and the ability of a student to be successful in the program. A student's transcript is also only a portion of their application. Whether you are applying for a job or graduate program, you will have an opportunity to add context to a "W" on your transcript.



Get Advising!

If you have questions about the Policy or regarding your degree progress and withdrawing from a course, please make an appointment to see an academic advisor.

Economics majors can book an advising appointment in person or by phone.