

Official Withdrawal from the University

Withdrawing for the University means you intend to withdraw from all classes that have not yet been completed up to that time.

- A student who leaves the University voluntarily before the end of the fall or spring semester must withdraw from all classes or notify the Office of the Registrar in writing.
- Students who do not withdraw officially from a class they fail to complete will receive an “F” in that class.
- Students with holds on their registration should contact the Office of the Registrar for assistance in processing the withdrawal.

Important! If you receive financial aid, please read this information carefully and contact the Financial Aid Office if you have questions.

Withdrawing from All Classes

1. Click the **Manage Classes** tile from the Student Homepage.
2. Click **Enroll** in the left navigation.
3. Click the **Drop** tab.

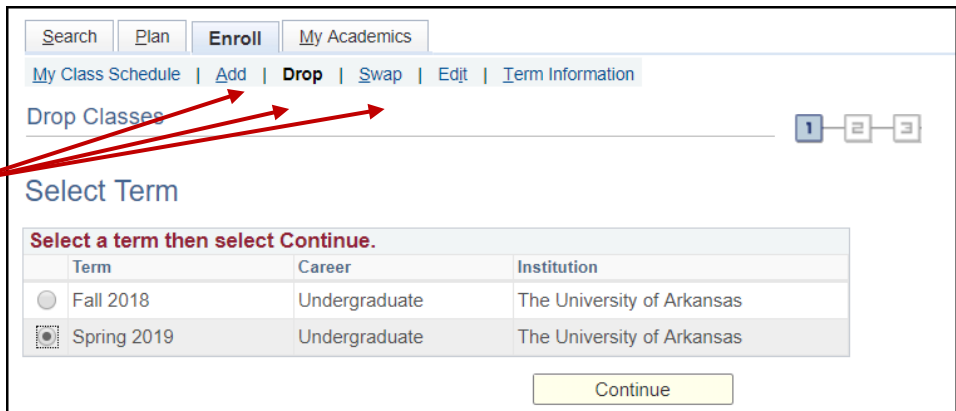
NOTE: If more than one term is open for enrollment changes, you will be offered a choice of terms. Select the appropriate term from the options given by clicking the radio button next to the term.

Be aware

Select Term looks the same on each tab

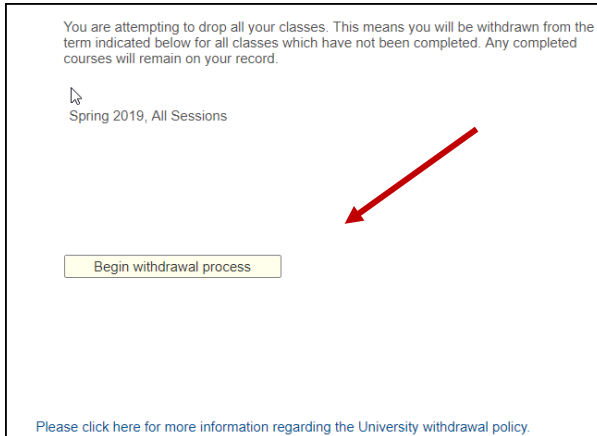
My Class Schedule
Add
Drop
Swap

Make sure you are on the **Drop** tab when dropping a class.

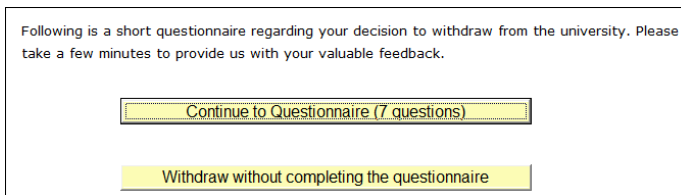


Term	Career	Institution
<input type="radio"/> Fall 2018	Undergraduate	The University of Arkansas
<input checked="" type="radio"/> Spring 2019	Undergraduate	The University of Arkansas

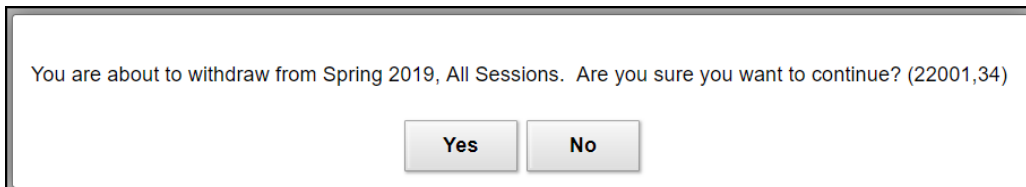
4. Select the Check Box of for **all classes for which you are enrolled**.
5. Click the **Drop Selected Classes** button to remove all classes from your schedule.
6. Click the **Begin Withdrawal Process** button to continue.



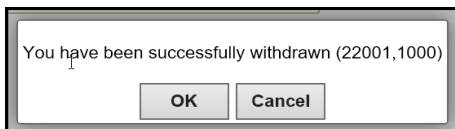
7. A questionnaire is available to provide the University important information about your withdrawal.
- You may choose to continue without taking the questionnaire.



8. Click **Yes** to continue with your withdrawal. *This is the last opportunity to retain your enrollment.* If you select **No**, the withdrawal process is cancelled, and you are still enrolled in your classes.



9. A verification message appears indicating your withdrawal is successful. Click **OK** to continue.



10. To confirm that you have been withdrawn, click **View My Classes**.

NOTE: Contact the Treasurer's Office for possible financial obligations resulting from your withdrawal from the University.