RowanUniversity

*** Rowan Daily Mail - Students ***

*** EXTRA EDITION - September 15, 2021 ***

Course Withdrawals are now Available through Self-Service!

Withdrawing from a course allows a student to stop attending and receive a "W" grade. This grade does not impact a student's GPA or reduce their attempted credits, and, beginning this term, course withdrawals are fully-automated and paper forms are no longer required!* Students may initiate a course withdrawal via Self-Service Banner, and once the student submits the form, the course will be withdrawn in Banner and a last date of attendance (for Financial Aid and reporting purposes) will be recorded as the form submission date.

To access the course withdrawal form, students should follow these steps:

1. Log in to Self-Service Banner and click on the "Student" tab.
2. Under "Registration" on the Student tab menu, choose the "Withdraw from a course" link.
3. When the form opens, click the box next to the course from which to withdrawal.
4. Read the bulleted withdrawal implications and check the box indicating acknowledgement and understanding of the implications of a course withdrawal.
5. Click the "Withdraw from selected course(s)" button.
6. Confirm course selection(s) when prompted.

The online course withdrawal form will only be available during that course's withdrawal timeframe, which may vary, depending on the course's length and part of term. Refer to the Semester Dates and Deadlines Chart for all registration-related deadlines.

Once the course withdrawal is submitted, the student will receive a confirmation on the screen, and an email confirmation will also be automatically sent.

When considering a course withdrawal, please keep the following in mind:

- Students are still financially responsible for the charges associated with any withdrawn course.
- Withdrawal grades do NOT affect GPA.
- Credits from withdrawn courses count toward the student's attempted hours, allowing students to maintain their status (full-time/part-time) for that term and eligibility to

register for the following term.
- Students should meet with the Office of Financial Aid to determine if the withdrawal will affect their financial aid eligibility and/or result in a return of funds.
- Students are strongly urged to meet with their Instructor and/or Advisor before withdrawing to discuss any other options that may be available.

Additional information about the online withdrawal form/process can be found here.

Please note, this form cannot be used by SOM, Cooper, and also NOT for all enrollment withdraws. All enrollment withdrawals can be processed by the link "Withdraw from all courses" in Self-Service Banner.

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