DROPPING COURSES AND WITHDRAWALS

Dropping Courses

Dropping is defined as removing an individual course or courses from a student's schedule/registration but not removing all courses in a given term.

During Drop/Add

- Courses can be dropped or added during drop/add without penalty.
- Classes that meet for the first time after drop/add closes can be dropped without penalty or fee liability if the request is submitted by the end of the next business day after the first class meeting. Students first must drop the course with their college advising office using Drop/Add After Deadline through ONE.UF and then submit a written explanation to the Office of the University Registrar. This does not apply to laboratory sections.

After Drop/Add but Prior to the Drop Deadline

After drop/add, students may drop a course with the approval of their college until the drop deadline listed in the academic calendar. A grade of W will appear on the transcript, and students are liable for course fees.

All drops after drop/add must be completed by the drop deadline with the student's college advising office and are subject to the following restrictions:

- Students get two drops in their first 60 credits attempted at UF. Credits attempted are defined as:
  - Credits carried excluding credits taken prior to the first term of degree-seeking enrollment, plus S/U credits, and repeats of satisfactory grades.
  - *Full-term withdrawals from all courses and dropped courses do not count in credits carried.*
  - Students get two additional drops in the second 60 credits attempted. Unused drops do not carry over from the first 60 credits attempted to the second 60 credits attempted at UF.
- Students entering UF as transfer students with an AA degree from a Florida public college or with 60 or more transfer credits earned from another college or university only get two drops.
- Students with disabilities who need to drop a course due to disability-related reasons are allowed to petition for additional drops.
- Students who can document extenuating circumstances may petition their college for additional drops.
- Approval to drop a course must be obtained from the student's college.

After the Drop Deadline

- After the deadline and before the last day of classes, students may petition their college to drop a class. Typically, they will need to demonstrate an extenuating circumstance justifying approval of a drop after the deadline.
- After the last day of classes, students will need to complete a University Petition Request for a Retroactive Drop.
  More Info (http://www.registrar.ufl.edu/currents/petitioninstructs.html)

Withdrawals

Withdrawal is defined as dropping *all* courses, not *individual* courses, in a term. Students who leave UF without withdrawing formally will receive failing grades for all courses.

Students should read the withdrawal instructions carefully before submitting their withdrawal online.
More Info (http://registrar.ufl.edu/services/withdrawals.html)

During Drop/Add

- Students may withdraw from all courses during drop/add without penalty.

After Drop/Add but Prior to the Withdrawal Deadline

- Students who withdraw after drop/add and before the withdrawal deadline will receive a grade of W for all classes and are liable for tuition.
- Students on university academic probation who withdraw before the Withdrawal Deadline will continue on probation until their UF cumulative GPA becomes a 2.0 or greater. Students on Admissions Committee probation must meet the terms of their probation. Students on college probation should check with their college/departmental advisor about college-specific requirements.
- Students considering petitioning for a medical withdrawal or retroactive medical withdrawal should contact the Dean of Students Office for additional information about the process.
  More Info (https://care.dso.ufl.edu/medical-petition-portal/)

After the Withdrawal Deadline

- Students who wish to withdraw after the withdrawal deadline and before the last day of classes may petition their college. Typically, the student will need to demonstrate an extenuating circumstance justifying approval of a withdrawal after the deadline.
- After the last day of classes, students will need to complete a University Petition Request for a Retroactive Withdrawal.
  More Info (http://www.registrar.ufl.edu/currents/petitioninstructs.html)

Withdrawal Due to Military Service

Per Florida Statute 1004.07, any student enrolled in a postsecondary course or courses at a state university shall not incur academic or financial penalties by virtue of performing military service on behalf of the country. These students shall be permitted the option of completing the course(s) at a later date without penalty or withdrawing from the course(s) with a full refund of fees paid. (Refer to Non-Payment and Refunds information in the fees and fiscal section of the catalog). If the student chooses to withdraw, the record shall reflect that the withdrawal is due to active military service.

National Guard Troops Ordered into Active Service

Per Florida Statute 250.482, if a member of the Florida National Guard is ordered into active service, no private or public employer and no employing or appointing authority of this state, its counties, municipalities, political subdivisions, public colleges, or universities shall discharge, reprimand or in any other way penalize such member because of their absence by reason of state active duty.