
WITHDRAWING FROM A CLASS

See “Withdrawal Process” in the Academic Policies section. Student must complete the *Class Withdrawal Form* and submit to the Admissions and Records Office by the published withdrawal date per the Academic Calendar.

If a student withdraws from a class, the class will be included on the transcript with a 'W'. This 'W' indicates to transcript reviewers that the student attempted the class but eventually withdrew prior to completing the class for a letter grade. 'W's do not count towards a student's EFSC GPA but do count as class attempts.

Once withdrawn from a class, student **may not** continue to attend the class for the remainder of the term.

Before withdrawing, student should:

- Talk with the professor to discuss progress in the class.
- Contact the campus Financial Aid office to review the status of financial aid.
- Consult with your Advisor to discuss how a withdrawal will affect career and education plans.

Be aware that class withdrawals:

- May increase the cost of education
- Will result in required repayment of class fees paid by a Bright Futures scholarship
- May affect financial aid status, including the requirement to repay a portion of federal aid
- May affect VA status and may cause interruption of benefits
- May result in having to pay, per State statute, the full cost tuition to retake the class
- May affect anticipated graduation date
- May result in being denied admission to limited access programs
- May affect immigration status if are attending EFSC on a nonimmigrant visa

Conditions that apply to withdrawing from a first or second attempt in a class

During a first or second attempt in the same class at EFSC, student may request to withdraw by the published deadline, and will receive a final grade of 'W' - Withdrawn and the withdrawal will count as an attempt at that class. Student will not receive credit for the class, and the 'W' will not be calculated in the grade point average at EFSC; however, the enrollment will count in total attempts in the specific class. Please note that federal financial aid will only pay for ONE repetition of a previously passed class.

Note: A student is not permitted to withdraw after the withdrawal deadline or on a third attempt.

Conditions That Apply to a Third Attempt in a Class

See “Maximum Attempts per Course” in the Academic Policies section. Per Florida Statute, students may have only three attempts per class at EFSC, including the original grade, repeat grades, and withdrawals.

Upon the third attempt:

- Student will be charged full cost tuition
- Student will receive a letter grade
- Student cannot withdraw from the class