

## Course Withdrawal/Deletion Information

*Financial Aid packages vary significantly. Please speak to a Financial Aid advisor to find out your specific financial aid options.*

### Option 1: Completing Courses

- If you are called for training or service after having attended classes for 13 weeks, you are entitled to full credit and grades for those classes.
- If you believe you will be able to complete the remaining coursework by the end of the following semester, you may request Incompletes until the work is complete and the credit and grades are awarded. This option is at the discretion of the instructors.
- Neither of these options have an impact on your semester's financial aid.

### Option 2: Official Withdrawal or Unofficial Withdrawal

- If you are called for duty during the Official Withdrawal period, you may formally Withdraw (W) from all of your courses. Official Withdrawals do not have any impact on your GPA.
- If you are called for duty after the Withdrawal deadline, but prior to having completing enough coursework to receive a grade and credit, with documentation of your activation you may request a late withdrawal through the Office of Advising Services. If this process is not completed prior to the end of the semester you will receive an Unofficial Withdrawal (WU). A WU counts as an F toward your GPA. Advising Services can retroactively convert these WU grades to W, so they will not continue to impact your GPA negatively.
- If financial aid was received, it does not need to be returned.
- You have used this semester of financial aid eligibility.
- Withdrawals may constitute lack of adequate academic progress and therefore interfere with some financial aid eligibility in the future.

### Option 3: Deletion

- If you are called for duty prior to the first day of classes or during the first three weeks of the semester, you are entitled to a tuition refund. Your courses will be deleted from your record, meaning they will not appear on your transcript as ever having been attempted.
- If your tuition was paid with financial aid, 100% of the aid must be returned to the government by the school.
- If you received any cash you must repay it to the school so it may be returned to the government.
- You have not used this semester of financial aid eligibility.

### Option 4: Combination

- If you are able to complete the coursework and receive credit and grades for some classes but not others, you may choose to Withdraw from those unfinished classes or have them deleted from the record.
- Withdrawing from some classes may constitute lack of adequate academic progress and therefore interfere with some financial aid eligibility, and you have used a semester of financial aid eligibility, however if you received financial aid you do not have to repay it.
- Having some classes deleted may reduce your status from full-time to part-time, and may therefore change your financial aid eligibility and require that you repay funds.

***It is strongly recommended that you meet with a Financial Aid advisor prior to your activation date to understand your options and decide which is best for you.***