

## Course Withdrawal Period Announcement

The admission and registration department announces that Saturday, December 4<sup>th</sup> 2021 is the Course Withdrawal deadline for Fall Semester 2021-2022.

No course withdrawal requests will be accepted after this date.

Please read the following guidelines carefully before applying for course withdrawal:

- Course withdrawal applications will only be considered if submitted within the period specified above.
- Students applying to withdraw from **all** their semester courses will be given the status of postponing students ( For more on that , please read the relevant regulations)
- The letter grade (**W**) will show on the withdrawing student's transcript but will not be calculated either in the semester or cumulative GPA.
- Course withdrawing fees are non-refundable.
- **Withdrawing students should be very careful when choosing the courses they want to drop.**
- In the event of mistakenly dropping the wrong course, the student will have to immediately contact the admission and registration department.
- Withdrawing students take full responsibility for their course withdrawing decisions.
- For details on how to withdraw from courses on SIS, please read the attached file.

We wish you all the best  
Admission & Registration Department