

Withdrawals

Students may withdraw from class or the College any time prior to the start of final exams during any semester or term. To withdraw from **a** class, students must login to their OneACCS account and withdraw. To withdraw from **all** classes, students must complete the online withdrawal form located on the Registrar page of the College website.

Students who complete the withdrawal process prior to the deadline will be assigned a grade of "W". However, a grade of "F" will be assigned to students who fail to satisfactorily complete the requirements of a course or who voluntarily discontinue class attendance and fail to follow the College's official withdrawal procedure.

Students who are called to active service duty during a semester and who will not be able to continue in their enrolled classes should complete a withdrawal form by the published deadline prior to leave, if possible, and provide a copy of orders to the Registrar's Office as well as the Office of Veterans' Affairs/Financial Aid. Active service members who withdraw are allowed to reenroll without penalty. **If there is a lapse in attendance for more than one semester the student may need to update their application to the College.**