

Dropping a Course

A student may begin attending a college course, but be unable to continue due to circumstances beyond their control.

A student may drop a course within the first 20% of the length of the course. A student may drop a course either directly on their MyCorning account, or by submitting an online drop request. The date the Enrollment Advisement Center is notified of the drop will be the official course drop date. A dropped course will result in a partial refund of tuition and fees for that course (see Tuition Refund). A dropped course will not appear on the student's academic transcript. Dropping a course may reduce a student's financial aid award.

A student may withdraw from a course after it has passed the 20% mark until it has reached the 60% mark. A student may withdraw from a course either directly on their MyCorning account, or by submitting an online drop request. The date the Enrollment Advisement Center is notified of the withdrawal will be the official course withdrawal date. There is no tuition/fees refund for a student withdrawal from a course. Withdrawing from a course may reduce a student's financial aid award. A course withdrawal will appear on a student's academic transcript with a W indicating withdrawal. Course withdrawals submitted after the withdrawal deadline will receive a final grade which will be recorded on a student's academic transcript.

For clarification of exact drop/withdrawal deadline dates, see the course instructor or a representative of the Enrollment Advisement Center. Course withdrawal requests submitted after the withdrawal deadline must be approved by the Chief Academic Officer.

Dropping or withdrawing from a course can have negative consequences on a student's academic progress, financial wellbeing, or ability to play a sport. To be certain that a student fully comprehends the consequences of their decision, it is strongly advised that a student meet with each of these people before dropping or withdrawing from a course:

1. Instructor
2. Academic advisor
3. Enrollment Advisement Center
4. Coach (if applicable)

Drops by Instructor:

Faculty members are required to report a student that never attends their course. The student will be administratively dropped from that course. For students attending a course, if a student fails to meet the requirements as detailed in the course syllabus, then the student will need to immediately withdraw or receive a final grade as detailed in the instructor's syllabus. If you are receiving financial aid, there may be eligibility implications and you should speak to a Financial Aid adviser.