

Syracuse University

Project Advance

Drop/Withdrawal (2018-2019)

Drop Dates:

The official drop dates for the fall/yearlong semester classes and the spring semester are posted on the registrar's calendar available on our website.

Fall semester 2018 (includes yearlong courses) - 11/9/18 Spring semester 2019 – 4/12/19

If the signed (three signatures required) Drop Form is received up to and including on the actual drop date, the course will be dropped and the financial responsibility will be removed. A refund will be processed if payment has been received and an email notification is generated to notify the parent, student and instructor that the drop request has been officially processed.

Exceptions:

- student is ill and cannot complete the class (note from physician required)
- student moved out of the district (documentation from Guidance required)

Withdrawal Dates:

The official withdrawal dates for the fall/yearlong semester classes and the spring semester are posted on the registrar's calendar available on our website.

Fall semester 2018 – 1/7/19 (Availability to withdraw from 11/12/18 to 1/7/19)

Spring semester 2019 – 5/17/19 (Availability to withdraw from 4/15/19 to 5/17/19)

After the official SU drop deadline, the student has the option to withdraw from the SU course they are officially registered in. A withdrawal form must be completed with the required three signatures; it must be mailed or faxed to the Project Advance office by the due date. No refunds are issued and the parent/guardian remains financially responsible for any outstanding balance on the account. An email notification is generated to notify the parent, student and instructor that the withdrawal request has been officially processed.

Please note:

If the Project Advance office does not have the withdrawal Form on file prior to grades being entered, the Instructor of record will have no alternative but to assign the grade that was earned.