

Withdrawal from Courses

Students may officially withdraw from a course at any time after the Drop Period (<http://catalog.apu.edu/policies-procedures/undergraduate/registering-classes/add-drop-period/>) through the 10th week of the semester; to do so, students must secure a Class Withdrawal Form (https://www.apu.edu/live_data/files/323/ug_class_withdrawal.pdf) from the Student Services (<https://www.apu.edu/undergraduate-enrollment-services/academic/forms/>) Center (<https://www.apu.edu/undergraduate-enrollment-services/academic/registration/>) and obtain a signature from their professor. Students will receive a grade of *W* (withdrawal) in that course and the units will be factored into their total units attempted. The *W* grade is recorded on the transcript and appropriate tuition fees are assessed. A student who never attends or stops attending a course for which he or she is officially registered without following the accepted procedures will receive an *F* or *FN* (failure, nonattending) grade in that course.