



DROPPING VS. WITHDRAWING

ENROLLMENT REQUIREMENTS

FRESHMEN MERIT SCHOLARS

Enroll & Successfully complete a minimum of 12+ credits each academic fall & spring semesters

TRANSFER MERIT SCHOLARS

Enroll & Successfully complete a minimum of 6+ credits each academic fall & spring semesters



DROP >> vs >> WITHDRAW

DROPPING COURSES

- Happens prior to Add/Drop Period
- Course(s) does not appear on academic transcript
- Ability to swap courses to meet enrollment requirements
- Prior approval from Scholarship Office is NOT required

WITHDRAWING FROM COURSES

- Happens AFTER to Add/Drop Period
- Course(s) appear on academic transcript with a “W” Grade
- Inability to swap courses to meet enrollment requirements
- Prior approval from Scholarship Office IS required or scholarship will automatically be canceled.

LAST DAY TO ADD/DROP

FALL 2020

Thursday, September 10, 2020

SPRING 2021

Friday, February 9, 2021

- ★ Course does not impact your cumulative GPA
- ★ Does not appear on your academic transcript
- ★ May jeopardize enrollment requirements for scholarships
- ★ Finish 15 – Graduate in 4 years or 2 years (transfers)



WHERE TO GO TO ADD/DROP?



The image shows a screenshot of the Registrar's Office website. At the top, there is a banner with a photograph of a campus at dusk and the text "Registrar's Office" in yellow. Below the banner is a yellow navigation bar with the following menu items: WELCOME, STUDENT SERVICES (with a dropdown arrow), CALENDARS & DEADLINES (with a dropdown arrow), CATALOGS (with a dropdown arrow), FACULTY & STAFF (with a dropdown arrow), FORMS (with a dropdown arrow), and OUR STAFF. Below the navigation bar is a "Quick Links" section with a yellow header and a black background. The quick links are listed as follows:

- Privacy and Release of Education Records
- Enrollment & Degree Verification
- Graduation Application
- Official Transcript Request
- Schedule of Classes
- Course Component and Credit Hour Guidelines
- SA Training and Support

Below the quick links, the main content area is titled "Information About Registration" and "How to Register". Under "How to Register", there is a section for "Student Registration Quick Reference Guides" with a list of links:

- Viewing Student Grades
- Add a Class
- Drop a Class
- Swap a Class
- Waitlisting for a Class
- Adding a Multiple Component Class
- Adding a Variable Credit Class
- Entering a Permission Number for a Class

The "Add a Class" and "Drop a Class" links are circled in blue. A blue arrow points from the right side of the page towards the "Add a Class" link.

my.umbc.edu

- Guide
- Classes & Grades
- Student Schedule & Registration Link

LAST DAY TO WITHDRAW WITH A “W” GRADE

FALL 2020

Tuesday, November 11, 2020

SPRING 2021

Tuesday, April 6, 2021



- ★ Course **does not** impact your cumulative GPA
- ★ Course **will** appear on your academic transcript as enrolled w/a “W” grade
- ★ May jeopardize enrollment requirements for scholarships if not approved prior to withdrawal decision
- ★ Finish 15 – Graduate in 4 years or 2 years (transfers)
- ★ Lost of scholarship monies to course(s)

HOW CAN I APPLY FOR WITHDRAW APPROVAL?

Scholarships



HOME

INCOMING FRESHMEN

INCOMING TRANSFERS

SCHOLARS PROGRAMS

ATHLETICS

CURRENT SCHOLARS ▼

MORE ▼

Scholarship Withdrawal Requests

Update: Spring 2020 Academic Review Policy. Click [here](#) for more information before proceeding.

As indicated in the scholarship agreement, all scholars must maintain full-time (12+ credits) enrollment **or** a minimum of 6 credits *for transfer scholars* each semester in order to receive their scholarship. If a scholar falls below their minimum enrollment status for any reason without receiving permission from the *Scholarship Review Committee*, their scholarship will be discontinued indefinitely. Prior to making any changes to their enrollment, scholars may request to withdraw from class(es) by submitting the **Scholarship Withdrawal Request Form**.

The following information is required in order to complete the withdrawal request. Feel free to review the documents prior to accessing the on-line form.

1. **Scholarships Withdrawal Request Statement** – Please submit a detailed statement in the box below regarding the reason you are requesting to drop below full-time enrollment for the semester.
2. **Supporting Documentation** – You are highly encouraged to include any relevant supporting documentation, if applicable.

Scholarship Withdrawal Request Form

Please note: If you have problems viewing the form, please try opening the form in Internet Explorer. New students should also upgrade their myUMBC account before accessing our electronic forms.

[Scholarships.umbc.edu](https://www.scholarships.umbc.edu)

- Current Scholars
- Withdrawal Requests

RT TICKET REQUEST #110003

From: Kathy Bates

Date: September 9, 2020

Message: I am a sophomore enrolled with 18 credits this semester. I am having troubling making my Organic Chemistry class at 8am and would like to drop it until next semester. It's 4 credits. Will I lose my scholarship for dropping?



RT TICKET REQUEST #110003

From: Kathy Bates

Date: **September 9**, 2020

Message: I am a sophomore enrolled with **18 credits** this semester. I am having troubling making my Organic Chemistry class at 8am and would like to drop it until next semester. **It's 4 credits**. Will I lose my scholarship **for dropping**?

★ Prior to Add/drop period deadline

★ Continuing Student w/FRS scholarship

★ 18 credits - 4 credits

★ Dropping or Withdrawing?

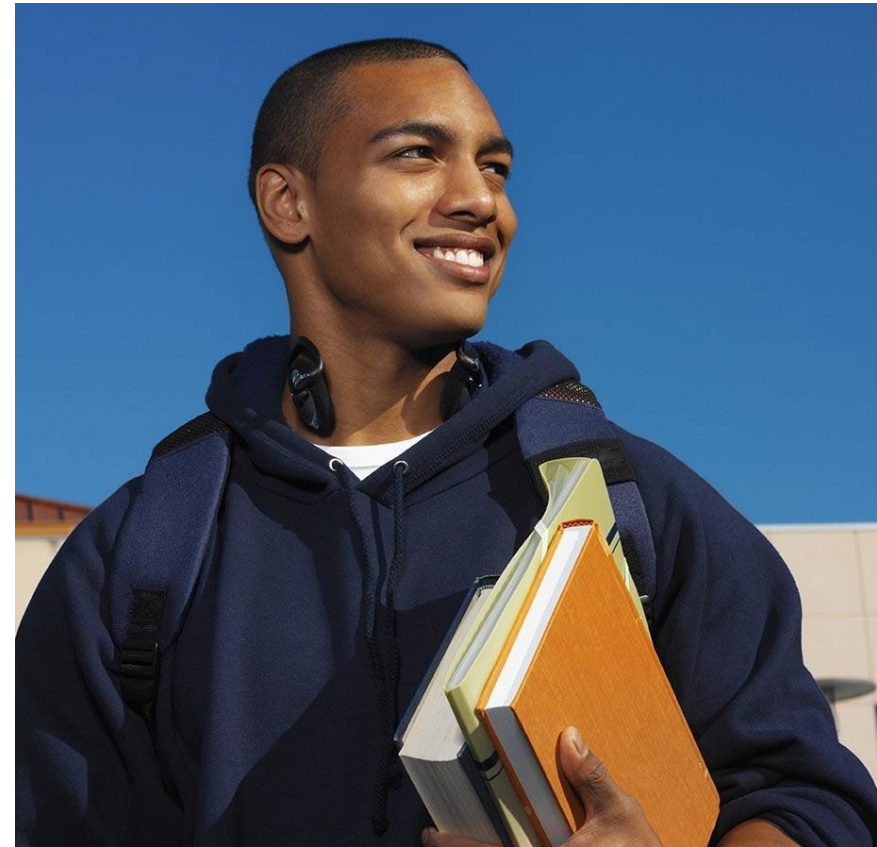
★ What are Kathy's options?

RT TICKET REQUEST #1120145

From: Ryan Reynolds

Date: September 21, 2020

Message: I am in 7.5 credits this semester and working part time. I need to drop my Math 201 course (3 credits) but want to keep my scholarship, is this okay? I'm a new transfer student and I don't know what to do. HELP!



RT TICKET REQUEST #110003

From: Ryan Reynolds

Date: **September 21**, 2019

Message: I am **in 7.5 credits** this semester and working part time. I need to **drop my Math 201 course (3 credits)** but want to keep my scholarship, is this okay? I'm a new **transfer student** and I don't know what to do. HELP!

★ After Add/drop deadline

★ Transfer Student

★ 7.5 – 3 credits : 4.5 credits

★ (Below 6 credits)

★ Withdrawing instead of Dropping

★ What does he need to do?



↳ QUESTIONS?