

Submitting a Selective Withdrawal Request Students

The [Selective Withdrawal Period](#) applies to non-degree undergraduate and degree seeking undergraduate students only. Students without any registration holds can withdraw from a limited number of classes without any approval and at the student’s own discretion. Students who are athletes, international students, Mason Korea, or China 1-2-1 require additional review and approval from their respective offices.

1. Policies

Undergraduate Degree-Seeking students may request a **maximum of three selective withdrawals** during their entire undergraduate career. Student requests for selective withdrawal must be submitted during the selective withdrawal period posted in the [Academic Calendar](#). Selective withdrawals, once requested by the student, and processed by the Office of the Registrar, are final and will not be removed at a later time.

A Selective Withdrawal will not be processed for a course in which the student has an Honor Code charge.

Withdrawing from courses will result in a recalculation of your student time status based only on enrolled courses remaining after selective withdrawal. There may be a reduction in your new time status that could negatively affect you in such areas as:

- Financial Aid – Contact the Financial Aid Office, before submitting this request, if you have questions.
- Access to certain campus facilities
- Health insurance
- Department of Veterans Affairs (VA) benefits
- On campus housing (Refer to Housing and Residence Life)
- Potential indebtedness for withdrawn courses paid by a third party (Refer to Student Accounts)

2. Student Information

Review your student information

Academic Period	<input type="text"/>		
Case Number	<input type="text"/>	Student's G Number *	<input type="text"/>
Student Name	<input type="text"/>	Mason E-mail	<input type="text" value="@gmu.edu"/>
Student Level	<input type="text" value="Undergraduate"/>	Student Degree	<input type="text"/>
Student Campus	<input type="text" value="Mason"/>	Cumulative GPA	<input type="text"/>

IMPORTANT INFORMATION! Credits graded W (withdrawal) do not affect a student’s GPA, but they are considered attempted credit hours. Attempted hours are used to determine a student’s Credit Level and GPA standards for determining academic standing. If your cumulative GPA is below 2.00, this withdrawal may affect whether you will be on warning, probation, suspension or dismissal. See the [Academic Standing](#) section of the Registrar’s website for further information.

Previous SWs:	Yes
Athlete:	No
F1 or J1:	No
Mason Korea:	No
China 1-2-1:	No

**Total Previous
Selective Withdrawals:**
2

Total allowed: 3 selective withdrawals during
 entire undergraduate career at Mason.

For more information on this topic, please contact regwf@gmu.edu.

3. Previous Selective Withdrawals

If you have previous selective withdrawals, they'll show under this heading. If you do not have any, this part will be blank.

Withdrawn Course Information

Term	Part of Term	CRN	Subj	Course	Section	Title	Credit Hours
Fall 2023	1	70657	IT	106	001	IT Problem Solving	3
Fall 2023	1	72879	IT	106	201	IT Problem Solving	0
Fall 2023	1	74780	MATH	125	006	Discrete Mathematics I	3

4. Current Course Information

The form will only display eligible courses based on the Part of Term. Please refer to the [Academic Calendar](#) for start and end dates for Selective Withdrawal.

Ineligible courses include: a course that already has a final grade, a Part of Term that does not allow selective withdrawals, GEOC courses, and graduate courses taken for graduate credit.

*Certain College of Science and College of Engineering and Computing courses are required to be taken and withdrawn together. You will receive an alert explaining these rules.

*If you select a course and it's after its deadline, you will be required to provide a reason this is being submitted late and the form will be reviewed by your College/School Dean's Office.

Select which course(s) you want to withdraw from. Remember, you have a **max of 3 selective withdrawals** for your entire Undergraduate career at Mason.

Current Course Information

If your desired course is not below, discuss with your Academic Advisor or email regwf@gmu.edu.

Select	Term	Part of Term	CRN	Subj	Course	Section	Title	Credit Hours
<input type="checkbox"/>	Spring 2024	1	15085	ENGH	372	001	Introduction to Film	3
<input type="checkbox"/>	Spring 2024	1	23046	GLOA	101	DL4	Intro to Global Affairs	3
<input type="checkbox"/>	Spring 2024	1	13407	IT	214	005	Database Fundamentals	3
<input type="checkbox"/>	Spring 2024	1	10151	MATH	108	001	Intro Calc:Business Applicatio	3

5. Acknowledge & Submit

Read and check off each statement indicating your agreement. Click Submit at the bottom.

Strict policies and procedures apply to Selective Withdrawals. Please read and check each box below to indicate your agreement.

- * Students may request a **maximum of three selective withdrawals** during their entire undergraduate career.

- * Withdrawing from courses will result in a recalculation of your student time status based only on enrolled courses remaining after selective withdrawal. There may be a reduction in your new time status that could negatively affect you in such areas as Financial Aid, access to certain campus facilities, health insurance, Department of Veterans Affairs (VA) benefits, on campus housing, and/or potential indebtedness for withdrawn courses paid by a third party. Please contact the appropriate department(s) for potential issues.

- * Credits graded W (withdrawal) do not affect a student's GPA, but they are considered attempted credit hours. Attempted hours are used to determine a student's Credit Level and GPA standards for determining academic standing. If your cumulative GPA is below 2.00, this withdrawal may affect whether you will be on warning, probation, suspension or dismissal. See the [Academic Standing](#) section of the Registrar's web site for further information.

- * All courses will appear on the student's permanent record along with a grade of "W" to indicate a withdrawal. Once processed, all Selective Withdrawals are final and will not be removed later.

- * Students must have a record free of financial holds and meet all financial obligations before this request may be processed.

Notes

All courses will appear on the student's permanent record along with a grade of "W" to indicate a withdrawal.

This form must be submitted by the deadline for processing. If this is beyond the deadline, approval from your school/college Dean's Office is required.

If you will be part-time status (below 12 credits), discuss the impact with your academic and financial advisors, and housing (if applicable).

6. Confirmation Email

You will receive an email with the details of the request in your Mason email after you submit the form. You will receive a 2nd email once the request has been processed.

For more information on this topic, please contact regwf@gmu.edu.