

# Graduate Course Withdrawal Policy

- Keywords: Course Withdrawal, Enrollment
- Policy Number: KC-ACA-3721
- Originally Issued:
- Revised: Spring 2019
- Effective Catalog Cycle: AY 19-20
- Approved by: Graduate Council, SGS Dean, Provost
- Executive Sponsor: Provost
- Responsible Office: Academic Units

## Policy Statement

Graduate students may withdraw from a course at any time prior to the first day of the final examination period, provided the permission of the faculty advisor has been obtained and notification to the instructor has been made. However, after the mid-term, students will be academically assessed. If failing at the time of withdrawal, students will be graded "WF" (withdrawn failing). *[Note: Individual academic units may have earlier deadlines for withdrawal.]*

## Reason for Policy

## Who Should Read this Policy?

## Instructions, Procedures and Related Information

Graduate enrollment policies establish the minimum campus standards for graduate students' changes of enrollment. Each academic unit has the ability to set more stringent policies; students should consult the principal graduate advisor or graduate officer in their major area of study for unit or

discipline-specific policies.

## **Contacts**

**UMKC Registrar's Office: Website:**

**Physical Location:** 115 Administrative Center, 5115 Oak Street,  
Kansas City, MO 64110

**Mailing Address:** 5100 Rockhill Road, Kansas City, MO  
64110-2499;

**Phone:** 816-235-1125; **Fax:** 816-235-5513; **Email:** registrar@

**UMKC Office of the Provost:**

## **Exclusions**

## **History & Updates**

## **Appendices**