Online Withdrawal from All Classes

Prior to withdrawing from all classes, please see the Academic Calendar for withdrawal and refund deadlines. KUMC students with questions or concerns should contact KUMC Office of the Registrar at 913-588-7055.

Students in Pharmacy, Undergraduate Engineering, Applied English Center and Law must complete the withdrawal process offline. Submit the completed Withdrawal Form to Student Records in the KU Visitor Center (1502 Iowa Street) or the reception desk at the Edward’s campus. Withdrawals are not official until submitted to Student Records and entered into the database. The Withdrawal form must be submitted before the office closes on the last day to withdraw.

For all other students, go to the Manage Classes link on the Student Homepage and then click on the Drop/Withdraw All Classes link in the left menu.

Please note that during the ‘W’ grading period, which is after the 15th instructional day, students in Social Welfare, Architecture, or undergraduate Education will need to see their School or advisor to have their drop hold removed before being able to use online withdrawal process.

To withdraw from all classes for a specific semester, select the term that you want to withdraw from and click on Continue.
Complete the withdrawal form. In order to complete this process, you will need to press the CHECKLIST button and review all of the checklist items.

![Withdrawal Form](image-url)

**2. Verify/Complete Withdrawal**

To complete your withdrawal please complete the questions below including the checklist. After finishing, you will receive a confirmation to print for your records.

**2019 Fall | Undergraduate | University of Kansas**

**My 2019 Fall Class Schedule**

1. I have discussed my situation with my academic advisor.  
   - [ ] Yes  
   - [ ] No

   **NOTE:** You are strongly encouraged to discuss withdrawals with your academic advisor.

2. Do you plan to return to the University of Kansas?  
   - [ ] Yes  
   - [ ] No

   If yes, what term do you plan to return?  
   - Semester: [ ] 2021 Fall  
   - Term: [ ] 4219

3. Please help us become a better University by telling us why you are leaving. This information will be used for statistical purposes only unless you specifically request a call or e-mail.  
   - [ ] Employment  
   - [ ] Financial  
   - [ ] Grades  
   - [ ] Medical  
   - [ ] Other

4. I would like to discuss my situation in greater detail with someone.  
   - Please call me:  
     - [ ] Yes  
     - [ ] No  
     - Phone: [ ]
   
   - Please e-mail me:  
     - [ ] Yes  
     - [ ] No  
     - Email: [ ]

   **CHECKLIST** You must complete the checklist before proceeding.

5. I accept all responsibility for these actions and acknowledge that I have reviewed the checklist.  
   - [ ] Yes  
   - [ ] No

   **NOTE:** Students who wish to withdraw after the last day to withdraw for the semester and who have a documented medical reason or special circumstances to request a withdrawal, contact your school or college for information concerning the exception process.  

   Once the above form and checklist is completed click on finish withdrawal. You will get a confirmation page to print for your records.
Once you complete each of the sections on the checklist, you can return back to the Withdrawal Form.
Click Finish Withdrawal at the bottom of this page to finish the withdrawal process.

Students will receive a Withdrawal Confirmation. If an error appears rather than a successful confirmation (as shown below), please contact the Registrar’s Office on your campus.