



Course Waiver FAQ

September 2024

Office of Academic Affairs



● Course Waiver FAQ

☑ When is the 'Course Waiver Period'?

- ▶ It is typically conducted during the fourth week after the start of the semester. For the 2024 fall semester, it will take place from 10:00 a.m. on Monday, September 23rd, to 9:00 a.m. on Wednesday, September 25th.

☑ Is there a limit to the number of credits I can drop?

- ▶ You can drop up to 9 credits (3 courses for 3 credits). You should still be enrolled in at least 1 credit after the drop, which is the minimum enrollment limit.

☑ Will my withdrawal appear on my transcript?

- ▶ No. It will not appear on your transcript.



● Course Waiver FAQ

☑ Are there any restrictions on course withdrawals?

- ▶ If there is a need to limit the number of drops in first-year required courses, such as courses that are assigned to a group (e.g., first-year seminar), laboratory courses, flexible semester courses, and courses that involve team projects, the department may decide to set them as drop restricted courses after deliberation. In this case, **DL (Drop Limit)** will be displayed when you search for classes on the enrollment homepage.

● Course Waiver FAQ

- ☑ Is there a possibility for certain courses to be canceled due to withdrawals?
 - ▶ The courses will be canceled only if there are 0 students, and it will not be canceled even if the number of students decreases due to withdrawals.

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- ☑ Are there any penalties for dropping a course?
 - ▶ Please note that if you fall short of your credit hour requirements due to a course withdrawal, you may not be able to graduate/completion on time. You may be excluded from semester and graduation honor rolls due to insufficient credit hour requirements. You may be excluded from scholarship selection if you do not meet the credit hour requirements set by national scholarships, endowment scholarships, campus scholarships.

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- ☑ I am enrolled for the extra semester. Can I receive a tuition reduction if I drop a course and my credits for this semester meet the tuition reduction limit?
 - ▶ **No.** A "drop" is a decision to "give up" a course that you have chosen to enroll for the benefit from a reduced grade or course load. The tuition reduction for the this semester is based on the number of credits you have enrolled in, and does not take into account whether you have dropped a course.

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- ☑ Will I be able to apply for additional credits next semester for the courses I have dropped?
 - ▶ **No.** Neither unregistered credits nor dropped credits will be carried over to the next semester.

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☑ What should I keep in mind when applying for a course withdrawal?

- ▶ You can apply through the portal system during the announced waiver period, and you can modify your application before the deadline.

After the deadline, your last application will be finalized and cannot be modified. You cannot revoke course withdrawal.

KTN video guide to Course Waiver

<https://www.youtube.com/watch?v=spcNOw8EDe4>



End of Paper

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