

Important Information Regarding Course Withdrawals:

Deregister/'Drop'	Course Withdrawals (Academic)	Backdated Withdrawals
<ul style="list-style-type: none"> - Typically, within the first ten days of start of term in fall and winter terms. Spring/Summer is typically 1 week or less after the start of term.* - Students can deregister from a course before the registration system closes without penalty. - This action removes the course from the student's timetable and Sakai. - Course does not appear on student transcript. 	<ul style="list-style-type: none"> - Academic withdrawal dates approved by Senate each year* - Withdrawals can be done through student portal - No later than the end of the 8th week of classes (D2 & D3) and no later than the end of the 14th week of classes (D1) - Course is removed from student timetable and Sakai within 24hrs - Withdrawal recorded on student transcript 	<ul style="list-style-type: none"> - Within 12 weeks of last day of classes, students can petition for a retroactive/Backdated Withdrawal** with completed request form and supporting documentation. - Requests for Backdated Withdrawals are not guaranteed and must meet all criteria for evaluation. Backdated academic withdrawals and financial appeals are different. An approved Backdated Withdrawal does not guarantee financial refund. - An approved Backdated Withdrawal is recorded on student transcript.

*Brock's Important Dates <https://brocku.ca/important-dates/> web page contains all academic dates related to registration system closure (to 'drop' a course) and withdrawal dates. This page is updated each year as dates are approved by University Senate.

For more information about the **Backdated Withdrawal procedure, including the criteria and the request form, please see our website - <https://brocku.ca/registrar/backdated-withdrawals/>.

Please note that once you have registered for courses, you will be charged the associated tuition and fees. **Deadline dates for academic withdrawal and important financial dates are different.** Important information is available on the Student Accounts & Financial Aid (SAFA) website at - <https://brocku.ca/safa/drops-withdrawals-and-refunds/>.