# Should I Drop this Course or Not?

## Should I Drop this Course or Not? Making the Decision

- Acknowledge that an important decision needs to be made.
- This is an individual decision; you must do what is best for you based on your situation.
- The key to a good decision is gathering relevant knowledge around the decision that needs to be made and thoroughly assessing it.
- Use the *Should I Drop this Course or Not Reflection Worksheet* on the back of this tipsheet to further explore your situation.
- Make the decision and move forward.

## Dropping Courses

- If you decide to drop a course, do so on ACORN as soon as possible.
- You are responsible for any fees and academic penalties incurred if you do not drop courses by the appropriate deadlines, even if you have not attended the course.
- University of Toronto Scarborough (UTSC) students must adhere to UTSC deadlines, regardless of which campus the course is held on.
- Be aware of deadlines.

## Academic Deadlines

- The deadline to drop courses without academic penalty is listed under *Sessional Dates* in the Calendar.
- If you drop a course by the deadline, there will be no evidence on your transcript that you attempted the course.
- If you miss this deadline, you may request late withdrawal from the course – for information see below.

## Financial Deadlines

- These are dates by which to drop courses, programs and cancel registration and receive either full or a partial refund.
- Late drops will result in no fee refund.
- Visit the *Student Accounts* website for payment information and the refund schedule.

## Declaring Late Withdrawal from a Course

- UTSC students, who miss the initial deadline to withdraw from courses without academic penalty and find they cannot complete the course, may submit a request on eService on the Registrar's website to withdraw late from the course.
- This process may be used to withdraw late from current session courses only, and not from previous sessions.
- Students are strongly encouraged to meet with a staff member at the Academic Advising & Career Centre (AA&CC) for advice before declaring intent to withdraw late from a course.

## Restrictions to Late Withdrawal from a Course

Students may NOT use this process to request late withdrawal from a course if:

- They have already withdrawn late with the maximum permitted (3.0 credits as a University of Toronto (UofT) undergraduate student).
- They write or attempt to write the final exam in the course.
- Go to the *Registrar's* website for information on the process of late withdrawal.

## Should I Drop this Course or Not Reflection Worksheet

**Should I Drop this Course or Not?**

Decision must be made by: _____

Yes ☐         No ☐

| | | |
|---|---|---|
| Why am I considering dropping this course? | | |
| Am I having trouble understanding the material in the course? | | |
| What proactive things have I done to seek help in improving my performance in this course? (Talked to TA and/or Professor, gone to the *Math & Statistics Learning Centre* or *Writing Centre*) | | |
| If you have done some positive things, have they helped? | | |
| Am I falling behind with the material being covered in this course? | | |
| Is it mathematically possible for me to pass this course given my grades up until this point and the weight associated with them? | | |
| Is this course taking up all my time, to the detriment of my other courses? | | |
| What affect will dropping a course have on my overall degree? | | |
| I want to go to Medical School; shouldn't I maintain a full course load? | | |
| I want to go to Law School; shouldn't I maintain a full course load? | | |
| Is the course I want to drop a Program Requirement or is it an Elective | | |
| Is the course that I want to drop a pre-requisite to a course that I need to take? | | |
| Is the course that I want to take a co-requisite to a course that I am currently enrolled in? | | |
| How will dropping this course affect my GPA? | | |
| How will dropping this course affect my Academic Status? | | |
| What are the financial implications of dropping this course? | | |
| How will dropping this course affect my OSAP? (if applicable) | | |
| Total | | |

**For more information,** please visit the Academic Advising & Career Centre
AC213 • aacc@utsc.utoronto.ca • 416-287-7561 • www.utsc.utoronto.ca/aacc

**Waiver:** While every attempt was made to provide accurate information on this tipsheet, information may change at any time.