

How To Withdraw From A Course?

Process Steps	Document to be Used
Step 1: Students can withdraw from one or more courses they are enrolled in within the period of withdrawal from the course specified in the academic calendar.	- Course Withdrawal Form
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Step 2: The relevant form is submitted for the approval of the Academic Advisor after it is filled.	- Course Withdrawal Form
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Step 3: The withdrawal form is submitted by the student to the Student Affairs Office for processing.	
Note: The student withdraws from a maximum of 3 courses during the program enrolled.	