

# University of California, San Diego Summer Session 2011 Request for Withdrawal Instructions



## What is a Withdrawal?

If you drop all courses and are enrolled in 0 units in any session (first, second or special session), your enrollment status is classified as withdrawn for that session.

## “W” Notation on Your Transcript:

If you withdraw before the end of the second week (for a five-week session) no course entry will appear on your academic transcript. Non-five week courses are coded as “Special Session” and have a special set of deadlines assigned specifically to each course. Please refer to chart below for these dates. Withdrawals made after the deadline to drop without a “W” will result in a notation of “W” on your transcript for each course.

## What you need to know before you withdraw:

Financial Aid Recipients: Please be aware of the following:

- We strongly suggest that you talk to a financial aid counselor before initiating the withdrawal process so that you understand the full financial impact of this action.
- If you withdraw before 60% of the session has been completed, you will not have earned all of your financial aid and will have to repay a portion of your financial aid immediately.
- If you are eligible for a fee or housing refund due to your withdrawal, all or part of the refund will be used to repay financial aid. You may owe additional amounts as well, which you will be responsible for repaying.

## Housing Contracts:

To request a release from your UCSD Summer Session housing contract, submit a copy of the withdrawal form to the Summer Session Housing Office located at Matthews Apartments. For more information call (858) 534-4010.

## How to withdraw:

### FIRST SESSION (June 27 – July 30, 2011)

- Beginning June 18, **financial aid students** are required to submit a Request for Withdrawal Form to withdraw from First Session classes. Forms should be submitted to the Registrar’s Office, located in the Student Services Center, Building 402, Suite 261.
- Non-financial aid students can continue to drop their courses on TritonLink up to and including July 26. Withdrawal forms are not required.

Summer Session 5-week courses	100% Refund Deadline	No Refund Beginning	Drop without a 'W' posted to transcript deadline	Drop Course with a 'W' posted to transcript period	Course can not be dropped beginning	60% of Term
First Session June 27 - July 30	July 1	July 2	July 8	July 9 - July 26	July 27	July 15

### SECOND SESSION (August 1 - September 3, 2011)

- Beginning July 23, **financial aid students** are required to submit a Request for Withdrawal Form to withdraw from Second Session classes. Forms should be submitted to the Registrar’s Office, located in the Student Services Center, Building 402, Suite 261.
- Non-financial aid students can continue to drop their courses on TritonLink up to and including September 1. Withdrawal forms are not required.

Summer Session 5-week courses	100% Refund Deadline	No Refund Beginning	Drop without a 'W' posted to transcript deadline	Drop Course with a 'W' posted to transcript period	Course can not be dropped beginning	60% of Term
Second Session Aug 1 -Sept 3	Aug 5	Aug 6	Aug 12	Aug 13 – Aug 30	Aug 31	August 19

**SPECIAL SESSION**

- Beginning June 3, financial aid students are required to submit a Request for Withdrawal Form to withdraw from Special Session classes. Forms should be submitted to the Registrar's Office, located in the Student Services Center, Building 402, Suite 261.
- Non-financial aid students can continue to drop their courses on TritonLink based on the deadlines listed below without using a Withdrawal Form.

<b>Courses</b>	<b>100% Refund Deadline/ Last Day to Add w/o Petition</b>	<b>Change Grading Option and Drop Without a 'W' Posted to Transcript</b>	<b>Drop With a 'W' Posted to Transcript</b>	<b>No Drops Beginning</b>	<b>60% of Term</b>
AIP 197 AIP 197F AIP 197P AIP 197PR AIP 197T June 27 - Sept 3	July 8	April 11 - July 22	July 23 - Aug 26	Aug 27	Aug 5
AESE 279B June 27 – Sept 3	June 30	April 11 – July 20	July 21- Sept 7	Sept. 8	Aug 5
CLRE 250 CLRE 252 CLRE 260 CLRE 261 CLRE 262 CLRE 298 CLRE 299 June 27 – Sept 3	July 5	April 11 - July 19	July 20 - Aug 25	August 26	Aug 5
CSE 131 June 27 - Aug 20	July 6	April 11 - July 18	July 19 - Aug 15	Aug 16	July 18
MCWP 50 MCWP 125 June 28 - Aug 7	July 6	April 12 - July 13	July 14 - Aug 3	Aug 4	July 20
EAP 100 June 13 - Sept 16	June 30	April 11 - July 20	July 21 – Sept 7	Sept 8	Aug 9
EDS 115 EDS 128A EDS 139 June 20 - July 23	June 24	April 11 - July 1	July 2 - July 19	July 20	July 8
EDS 117/SOC117 EDS 125 EDS 128B EDS 139 July 25 - Aug 27	July 29	April 11 - Aug 5	Aug 6 - Aug 23	Aug 24	Aug 12
EDS 190 EDS 290 June 13 – Sept 3	June 28	April 11 - July 14	July 15 - Aug 25	Aug 26	Aug 1
EDS 201 EDS 203 June 13 - July 9	June 16	April 11 - June 22	June 23 - July 6	July 7	June 28

EDS 204 EDS 206 June 13 - July 16	June 17	April 11 - June 24	June 25 - July 12	July 13	July 1
EDS 229 EDS 295 June 13 - Aug 20	June 24	April 11 - July 8	July 9 - Aug 12	Aug 13	July 22
EDS 231 June 20 - July 16	June 23	April 11 - June 29	June 30 - July 13	July 14	July 5
EDS 281 EDS 284 EDS 286 EDS 289C EDS 290 EDS 299 June 13 - Sept 10	June 29	April 11 - July 18	July 19 - Aug 31	Sept 1	Aug 4
EDS 295 EDS 352B June 13 - Aug 6	June 22	April 11 - July 5	July 6 - Aug 1	Aug 2	July 14
EDS 373 EDS 374 EDS 375 EDS 376 July 11 - Aug 6	July 14	April 11 - July 20	July 21 - Aug 3	Aug 4	July 26
EDS 385 July 11 - July 30	July 13	April 11 - July 18	July 19 - July 27	July 28	July 21
HLAW 296 HLAW 296B	June 30	April 11 - July 20	July 21 - Sept 7	Sept 8	Aug 5
HDP 181 June 27 - Sept 3	July 8	April 11 - July 22	July 23 - Aug 26	Aug 27	Aug 5
CHIN 10AN CHIN 20AM LIFR 5B LIGM5A LIGM5DS LIIT 5AS LISP 5A LISP 5D June 27 - July 16	June 29	April 11 - July 5	July 6 - July 13	July 14	July 7
CHIN 10 BN LIFR 5C LIGM 5B LIIT5 BS LISP 5B July 18 - Aug 6	July 20	April 11 - July 25	July 26 - Aug 3	Aug 4	July 28
CHIN 10CN LIFR 5D LIGM 5C LIIT 5CS LISP 5C Aug 8 - Aug 27	Aug 10	April 11 - Aug 15	Aug 16 - Aug 24	Aug 25	Aug 18
LTLA 4 June 27 - Aug 20	July 6	April 11 - July 18	July 19 - Aug 15	Aug 16	July 28
LAWS 102S June 27 - Aug 20	July 6	April 11 - July 18	July 19 - Aug 15	August 16	July 18

LHCO 201 LHCO 296 LHCO 296A LHCO 296B June 27 - Sept	June 30	April 11 - July 20	July 21 – Sept 7	Sept 8	Aug 5
MMW 2 MMW 3 June 27 – Aug 20	July 6	April 11 – July 18	July 19 – Aug 15	Aug 16	July 28
SOMI 220 June 27 - Aug 13	July 5	April 11 – July 14	July 15 - Aug 8	August 9	July 25
FPM 286 June 13 - Sept 16	June 30	April 11 – July 20	July 21 – Sept 7	Sept 8	Aug 9
SIO 295LS SIO 295S June 27 – Aug 27	July 7	April 11 - July 20	July 21 - Aug 19	August 20	Aug 2
ANAR 100 ANAR 155S ANTH 198 June 27 – July 16	June 29	April 11 – July 5	July 6 – 13	July 14	July 7

**REFUND OF FEES:**

Students who withdraw from UCSD Summer Session may be eligible for a refund of fees. Whether a student is eligible is determined by the effective date of the withdrawal. University debts must be cleared prior to a refund being processed. Approved refund checks are mailed within 4-6 weeks to the current address on file. As an alternative, UCSD students may request to have a refund credit applied to their University account.

Campus Department Directory

Summer Session Student Services	(858) 534-5258	Financial Aid Office	(858) 534-4480
Summer Session Fax	(858) 822-2619	Registrar's Transcript Office	(858) 534-3155
Student Billing Services	(858) 822-4727	Parking Office	(858)534-0277
Exit Loans/Withdrawal Clearance	(858) 534-2950	Summer Housing	(858)534-5217