How do I withdraw from college between semesters?

If you are leaving between semesters, you MUST notify the Registrar’s Office at registrar@oswego.edu.

If you live on-campus, you can contact Residence Life & Housing at reslife@oswego.edu for information on terminating your Room & Board agreement.

How do I withdraw from college during the semester?

If you are an undergraduate student who is working towards a degree (BA, BFA, BS) and you need to leave college during the semester, you must complete the Withdrawal from College form, available in the COMPASS, 145 Campus Center.

Important Phone Numbers:

**Dean’s Offices:**
College of Liberal Arts & Sciences, 312-2156
School of Communication, Media & the Arts, 312-6612
School of Business, 312-3168
School of Education, 312-2102

**Financial Aid,** 312-2248

**Residence Life & Housing,** 312-2246

**Scheduling & Registration,** 312-2136

**Student Accounts,** 312-2225

**ID & Dining,** 312-2588

**Telecommunications,** 312-3039

Phone: 315-312-5522
withdraw@oswego.edu
Fax: 315-312-5443
In the case of a withdrawal due to a documented medical or extenuating circumstance, a refund may be available through the ninth week of the semester. For more information, please contact the COMPASS, 145 Campus Center, 312-5522, or withdraw@oswego.edu.

For information on room and board charges if you withdraw, contact the offices of Residence Life & Housing (312-2246), and ID and Dining Services (312-2588) directly.

**How is my housing affected if I withdraw?**

If you withdraw during the semester, you will be directed to vacate your room and check out with the staff of the building within 24 hours of your effective withdrawal date. Requests for extensions should be directed to Residence Life & Housing, 303 Culkin Hall, 312-2246.

**Can I take classes somewhere else while I’m away?**

Yes! Many students take classes while they are away from Oswego. Be sure to work with your academic advisor when selecting classes so that you know how those classes will transfer back into Oswego. You may also need to complete an Off Campus Study Approval form. Remember that only the credits will transfer to Oswego, the grades for courses taken at other schools will not impact your grade point average here.

**Will I get any money back if I withdraw?**

The tuition and fee refund policy is in the Oswego Undergraduate College Catalog, or on-line at www.oswego.edu/administration/student_accounts/withdrawal_drop.html.

The amount of financial aid you are eligible to use will be affected by the date of your withdrawal. As a part of the withdrawal process, the offices of Student Accounts and Financial Aid will help you understand the impact of withdrawing from college.

**With whom do I need to speak before I leave campus?**

The COMPASS, 145 Campus Center will help you through the Withdrawal from College process. Advisors are available on a walk-in basis Monday-Friday, 9:00 am – 4:00 pm, to answer any questions you have, explain other options that might be available, and to help you start the withdrawal process if necessary.

If you decide to withdraw from college, you should definitely talk to your academic advisor about your decision. If you expect to return in the near future, you might also let your professors know you are leaving and that you expect to return in the future. If you are living on campus, and feel comfortable doing so, you should let your roommates and floormates know you are leaving also.

**Will I be able to return to Oswego? How will I register for classes when I’m ready?**

Yes! As long as you are in ‘good standing’ you will be eligible to return to Oswego when you are ready to do so. Simply contact the Registrar’s Office at (315) 312-2136 to Readmit to the College. You will need to complete a one page form and will be given advisement and registration information.

If your cumulative grade point average is below a 2.0 or if you previously disqualified from Oswego, you may need to seek permission from your Academic Dean to return to Oswego.