

Proposed University Regulation 6C2R-2.0248, Cancellation of Student Schedule

1. Students who cancel their registration and were not enrolled for the preceding semester/term (non-enrollment for two consecutive semesters) must apply for readmission.
2. Prior to the first day of classes, a student may cancel his/her registration by dropping all courses using the telephone or website registration system.
3. During the first five days of the semester, or summer session, a student may cancel his/her registration by submitting a written request to the Office of the University Registrar. Students who cancel registration within this time frame are not liable for tuition and fees. If tuition and fees have been paid, students should request a refund from the Office of Student Financial Services.
4. Beyond the first five (5) days of the semester, students cannot cancel registration; rather, they must withdraw from the university. Students who cancel their registration or withdraw from the university must apply for readmission. Under such circumstances, students allowed to register in error will have their registration canceled.
5. The University automatically drops students for non-attendance of the first class meeting and cancels student schedules for non-payment of tuition and fees.

Legal Authority 1001.74(4) FS, Also, Regulation Development Procedure for State University Boards of Trustees adopted by the Board of Governors, June 9, 2005, Law Implemented 1001.74(10) FS History, New _____ Formerly, 6C2-2.0248 FAC