

FSU-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 drop and add period as defined by the Academic Calendar~~the first five days of the semester, or summer session,~~ a student may cancel his/her registration by dropping all courses. ~~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~~ may be required to 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.

Specific Authority BOG Regulations 1.001(3) (j) and 7.002; Reg. Procedure July 21, 2005. ~~Law Implemented 1001.74(1), (3) FS.~~ History-- New 5-5-03, Amended 3-24-06