

DROPPING A COURSE WITH A “W” GRADE

Updated: 7/16/2025



MISSISSIPPI STATE UNIVERSITY™
CENTER FOR ADVISING

Note: After classes start, to drop the only class they are enrolled in for that term, they must submit a **Withdrawal Request** thru their myState.



Policy Overview

- **AOP 12.01 Academic Add/Drop**
- **Deadline:** last day to drop a class with a “W” grade (see Academic Calendar for that term)
- **Fee:** \$50 per transaction
- **Impact:**
 - “W” **does not affect GPA** but **will appear** on the transcript
 - “W” **can impact** financial aid



Things to Consider

- **Enrollment Status** - Full time vs. Part time
 - affects insurance, financial aid, scholarships, campus amenities, etc.
- **Graduation Timeline**
 - 15+ hours/semester = 4 year graduation
 - Pre-requisite for a class
 - Course sequencing
 - Are they in the right degree program?
- **GPA Implications (Term & MSU)**
 - Scholarships
 - Academic Standing
 - Can GPA handle an F?
 - Squeak out a D = moving on! (if D counts)
- **Class Specifics**
 - Remedial class?
 - Attendance
 - Missed assignments vs. remaining assignments
 - Extra credit opportunities
 - Study habits & strategies
 - Are they using their resources?
- Current grades & assignments completed in **other classes**
- **Other personal factors** specific to the individual

Provide information & best advice – But it is ultimately the student’s decision



Discussion Points with Students

- Do they feel **intimidated** by the course or instructor?
- Do they need **support or reassurance** to get through discomfort?
- Are they making **unhealthy comparisons** to:
 - High school performance?
 - Friends’ grades or study habits?
- Why **stay**?
 - Exposure now can help in future re-enrollment
 - Squeak out a D = moving on! (if D counts)
- Why **drop**?
 - More time for other classes
 - Student’s confidence can’t handle an F
- What is the **plan for the future**?
 - When will they retake the course?
 - Should they enroll in a 2nd Mini Term course?
 - *Can they afford the tuition/extra hours?*
 - *Is it better to use Academic Forgiveness?*
- How are they doing in other classes?
- Have they used all available resources?
- Do they need to change their major?



Processing

- Find form on **Registrar’s** website
- **Teach** them to fill it out:
 - Get information from **Class Schedule**

Symbol	Number	Section	Course Code (CRN)
EN	1103	01	(5 digit #)
 - “School” = College of the Student’s major
- **Email** forms to reg-majorchange@lists.msstate.edu
 - **Copy student** on email
- **Additional signatures** may be needed, depends on College