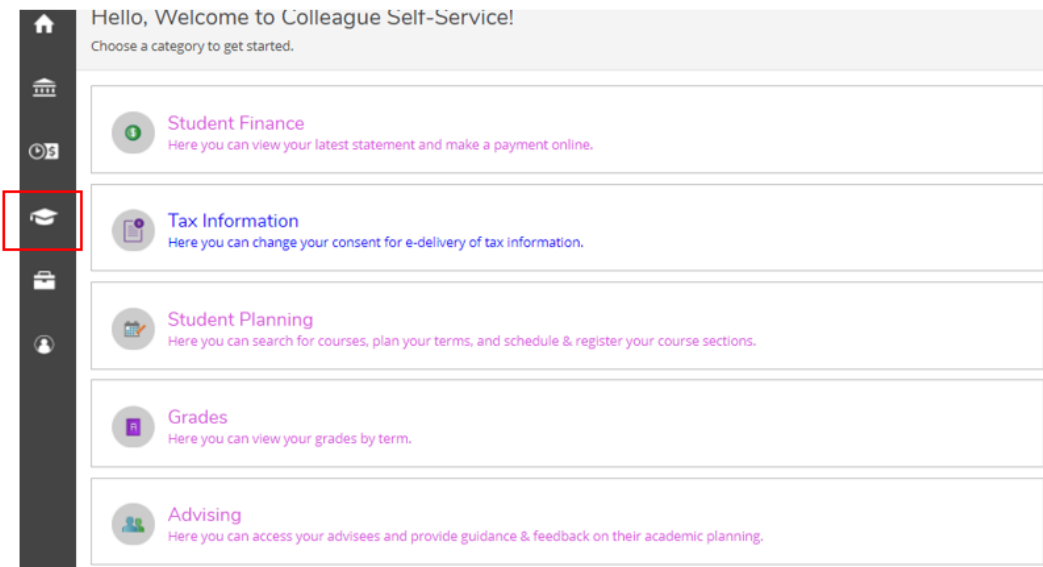


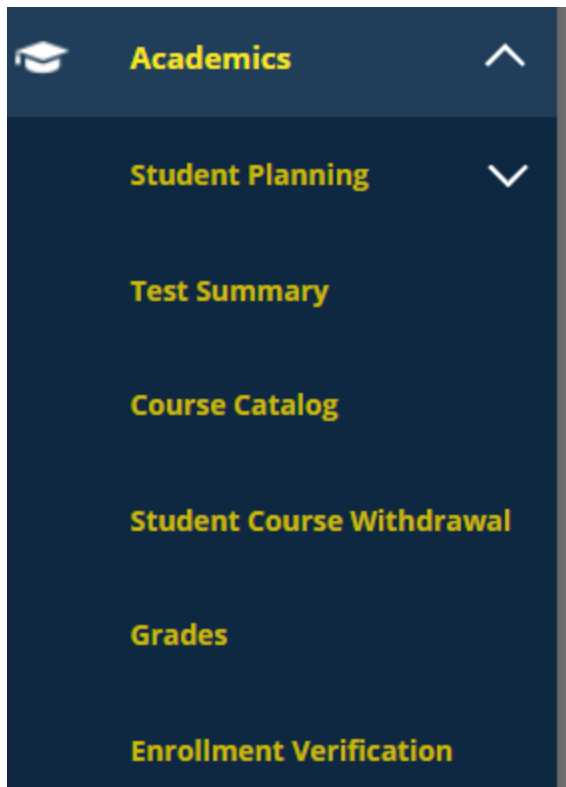
## How to Withdraw from a Class

\*\*Remember, Students who withdrawal from a class are still responsible for the full cost of the class. The class will not be counted towards the student's GPA, but will still show up on the transcript with a W grade.

1. Login to [Self-Service](#)
2. Click on the Academics hat in the left tool bar



3. Select Student Course Withdrawal



4. Login using your Username & Password

A screenshot of the Fayetteville Technical Community College (FTCC) login page. At the top center is the FTCC logo, which consists of the letters "FTCC" in a large, stylized black font, with "FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE" in a smaller black font below it, all on a yellow rectangular background. Below the logo, the text "Log in" is displayed in a large, black, sans-serif font. Underneath "Log in" are two white input fields with thin grey borders. The first field is labeled "Username" and the second is labeled "Password". Below these fields is a solid blue rectangular button with the word "Login" in white, centered text.

5. Select the button beside the class you want to withdraw from
6. Use the drop-down box to enter in your reason for withdrawal
7. Enter in your Last date of attendance
8. Check the "I Agree that the information above is correct and consent to be withdrawn from the section listed for the current term."

9. Select Submit



Logout

## Student course withdrawal Sections

**Current Term:** 2019SU

5/28/2019 - 7/23/2019

Section name	Section title	Credits	Instructor
<input type="radio"/> CSC-153-0001	C# Programming	3.00	Charles Bryan
<input type="radio"/> CTS-285-0001	Systems Analysis & Design	3.00	Anthony Cameron

Reason

Last date of attendance

☐ I Agree that the information above is correct and consent to be withdrawn from the section listed for the current term.

Submit