



Fall 2024

Add, Drop & Withdrawal Guide

Adding Classes (Initial) Period

- Students can add **most** courses from their initial registration appointment time until the 7th calendar day of the semester.
- Permission is **not required** to add **most** classes.

Aug 26 - Sept 15

Apr 29 - Sept 2

Instructor Drop Period

- To eliminate administrative barriers towards student progress, SF State is **no longer dropping students for non-payment**.
- However, it is **strongly encouraged to drop students who are not attending class** which indicates that they do not intend to take the course.

Student Drop Period

- Dropping courses during this period **does not appear** on a student's academic transcript, does not count toward their attempted units for a given term, and does not count toward the Undergraduate Withdrawal Limit.

Aug 26 - Sept 16

Sept 3 - Sept 16

Adding Classes (Final) Period

- Students may continue to add a class **after** the initial add period.
- Permission is **required** to add **any** classes.

Withdrawal (Initial) Period

- For **Serious and compelling reasons**.
- Documentation is **not required**.

Sept 17 - Nov 11

Sept 23

Census Date

- The date by which **enrollment closes and data is reported** to the CSU Office of the Chancellor.

Withdrawal (Final) Period

- Withdrawal **by Exception**.
- Documentation is **required**.

Nov 12 - Dec 13

Please note: Dropping or withdrawing from one or more classes may affect a student's full-time status, tuition calculation, financial aid eligibility, veterans benefits, or international visa status. Please advise students to reach out to appropriate office(s) for clarity or assistance.

For additional Registrar's Office guides and resources for faculty and staff, visit:
<https://registrar.sfsu.edu/facultystaff>.

For Faculty and Staff Use