

## Can I Drop A Class And Still Be A Full-Time Student?

There are certain things that you need to consider when making the decision of dropping a class while studying abroad:

1. **NORTHWEST REFUND AND REDUCTION CHARGE SCHEDULE:**  
Remember that the Study Abroad hours are subject to the same refund regulations as any other NW course. To see if it is still possible to drop a class and what percentage you are entitled for refund check the NW academic calendar at: <http://www.nwmissouri.edu/CALENDAR/index.htm>
2. **FULL-TIME STATUS AT HOST INSTITUTION:** You must check with your host institution if you are allowed to drop a class and still be considered full-time. Furthermore, it is very important to check if not being a full-time student will affect your immigration status as a student. In other words, some immigration systems require that students maintain full-time status in order to maintain their student visa in good standing. Students who fail to comply with this regulation are subject to deportation.
3. **NW FINANCIAL AID FULL-TIME STATUS:** Full-time status for financial aid purposes varies case by case. To see if you are eligible to take a lower load during your semester abroad and still maintain scholarships and financial aid eligibility, please contact Ms. Ameer Meade-Wilmes at: [AMEADE@nwmissouri.edu](mailto:AMEADE@nwmissouri.edu)

***I have checked all of the above and I am eligible to drop a class, what do I need to do?***

1. You need to send an email to [JPURIEL@nwmissouri.edu](mailto:JPURIEL@nwmissouri.edu) with the following information:

**Subject line:** Request to drop a class on my behalf

**Text:** I am requesting to drop “*number of hours*” of study abroad. I am aware that I may or may not be eligible for NW tuition refund. I have also checked with my host institution and the NW financial aid office the consequences of my decision.

The grade completion(s) that I will not be using is/are: *name the NW courses that you WILL NOT be transferring back as result of dropping these hours.*

**Signature:** Full name.