

## 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 Northwest course. To see if it is still possible to drop a class and what percentage you are entitled for refund, check the Northwest schedule for important financial dates at:  
<https://www.nwmissouri.edu/studentaccounts/financialdates.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 Mr. Bryce Cardwell at [bcardwell@nwmissouri.edu](mailto:bcardwell@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 [conniem@nwmissouri.edu](mailto:conniem@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.