

## Withdrawal from Course SSB9\*

Student

Registration

Select a Term

Register for Classes

Schedule and Options Tab

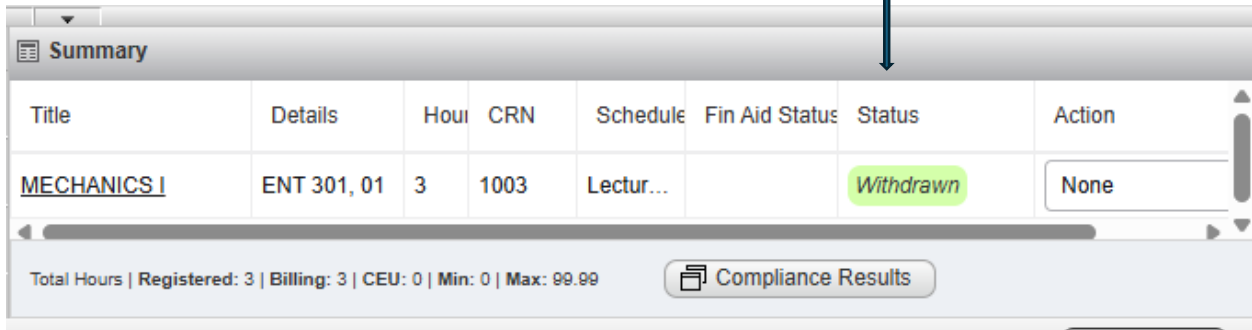
The screenshot shows the Buffalo State University registration system. At the top, there is a navigation bar with the university logo and the text "BUFFALO STATE UNIVERSITY". Below this, there is a breadcrumb trail: "Student • Registration • Select a Term • Register for Classes". The main heading is "Register for Classes". There are three tabs: "Find Classes", "Enter CRNs", and "Schedule and Options". The "Find Classes" tab is active, showing a search form with the following fields: "Term: Fall 2025", "Subject", "Course Number", and "Keyword". Below the search form, there is a "Schedule" tab with a sub-tab "Schedule Details". The "Schedule" tab shows a class schedule for Fall 2025, with columns for days of the week (Sunday to Saturday) and times (6am, 7am). The "Schedule Details" sub-tab is active, showing a table of classes. The table has columns: Title, Details, Hour, CRN, Schedule, Fin Aid Status, Status, and Action. The first row is "MECHANICS I", "ENT 301, 01", "3", "1003", "Lectur...", "Registered", and "None". Below the table, there is a summary bar: "Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 99.99" and a "Compliance Results" button. A blue arrow points to the "None" dropdown menu in the "Action" column.

Look at the line for the class you want to submit an Online Withdrawal from Course for; original status will be Registered

Click in the Action field; Select Withdrawal and SUBMIT

The screenshot shows a close-up of the class schedule table. The table has columns: Title, Details, Hour, CRN, Schedule, Fin Aid Status, Status, and Action. The first row is "MECHANICS I", "ENT 301, 01", "3", "1003", "Lectur...", "Registered", and "None". The "None" dropdown menu is open, showing the following options: "None", "Student Course", "Withdrawal", and "Student Course". The "Withdrawal" option is selected and circled in red. Below the table, there is a summary bar: "Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 99.99" and a "Compliance Results" button.

Review to be sure status changed to Withdrawn



The screenshot shows a table with the following columns: Title, Details, Hour, CRN, Schedule, Fin Aid Status, Status, and Action. The row for 'MECHANICS I' shows a status of 'Withdrawn' in a green box. A blue arrow points to the 'Status' column header.

Title	Details	Hour	CRN	Schedule	Fin Aid Status	Status	Action
<u>MECHANICS I</u>	ENT 301, 01	3	1003	Lectur...		Withdrawn	None

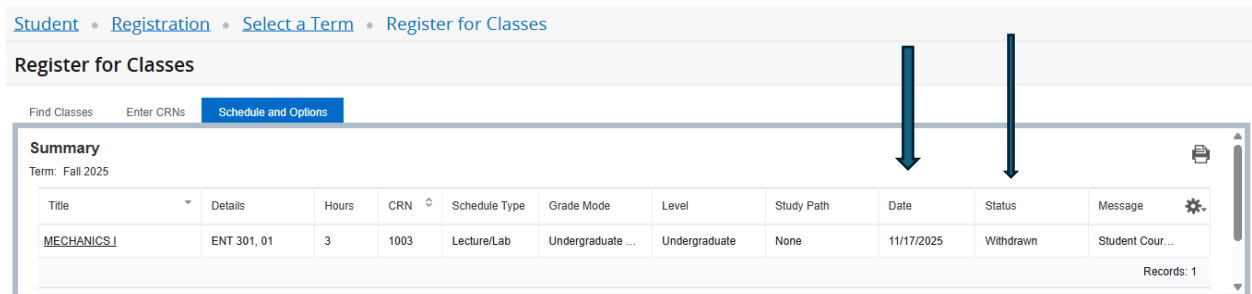
Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 99.99 Compliance Results

You will see the Date the Online Withdrawal from Course here too

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes Enter CRNs **Schedule and Options**



The screenshot shows a 'Summary' table for 'Term: Fall 2025'. The table has columns: Title, Details, Hours, CRN, Schedule Type, Grade Mode, Level, Study Path, Date, Status, and Message. The row for 'MECHANICS I' shows a date of '11/17/2025' and a status of 'Withdrawn'. Two blue arrows point to the 'Date' and 'Status' columns.

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Study Path	Date	Status	Message
<u>MECHANICS I</u>	ENT 301, 01	3	1003	Lecture/Lab	Undergraduate ...	Undergraduate	None	11/17/2025	Withdrawn	Student Cour...

Records: 1

\*Footnote: If you experience an issue with being able to scroll to the ACTION field using a phone, you will want to switch to a desktop PC to complete this task.

Withdrawal from Course Due to A hold, How To

(Online Withdrawal from Course SSB9-RO-CMF 11-17-25)