

Understanding Syracuse University Withdrawal Requests Through SUPA (2025-26)

What does withdrawing from an SU course mean?

- A withdrawal is defined as a circumstance in which the student does not want to complete the course for college credit and can only be utilized after the drop date. You are still officially registered for the course with SU but have decided to have a “WD” appear in place of a grade on your college transcript. Please note: A WD does not affect your Syracuse University GPA if you plan to matriculate at SU.

What does a “WD” mean?

- Your college transcript will reflect that an attempt was made to officially register in an SU course but that you chose to withdraw from the course rather than have your earned grade negatively affect your GPA.

What happens when you withdraw?

- You will receive a “WD” for the course in place of a grade and you will remain on your Instructor’s SU class roster.

Am I eligible for a refund if I withdraw from a course?

- Unfortunately, the answer is no.

How do I submit a withdrawal request?

- Students log into PASS and click on the “Drop/WD Requests” tile. They select the class they wish to withdraw from and e-sign.
- Parents/Guardians will receive an email with a link to click. They verify the student’s date of birth and zip code, then select “Approved” or “Not Approved” from a drop-down menu.
- Instructors log into PASS and click on the “Drop/WD Requests” tile. They review pending withdraw requests from students and select “Approved” or “Not Approved” from drop-down menu.

Can I withdraw from my SU course via email or phone?

- No, we must receive the completed withdrawal request form (found in your PASS student portal) e-signed by the student and approved by the parent/guardian and instructor.

What if I missed the withdrawal deadline?

- You will receive the final grade you earned for the course.

When can you withdraw?

- You have until May 8, 2026, to completed the request for spring, full-year, and spring courses in a linked sequence. After those deadlines you are no longer eligible to withdraw from the course.

Questions? Email us: suparegistration@syr.edu