

Course Withdrawal for Spring Semester 2026

1. Course Withdrawal Period: 2026. 4. 14. (Tue) 09:00 ~ 4. 16. (Thur) 23:59

※ Please note that course withdrawals will take place before the mid-term examination period. Withdrawal application details CANNOT be changed after the specified deadline.

2. How to

Go to Yonsei Portal Services (<http://portal.yonsei.ac.kr/>) ⇒ Academic Information System ⇒ Academic Information ⇒ Courses ⇒ Student ⇒ Application for withdrawal of course

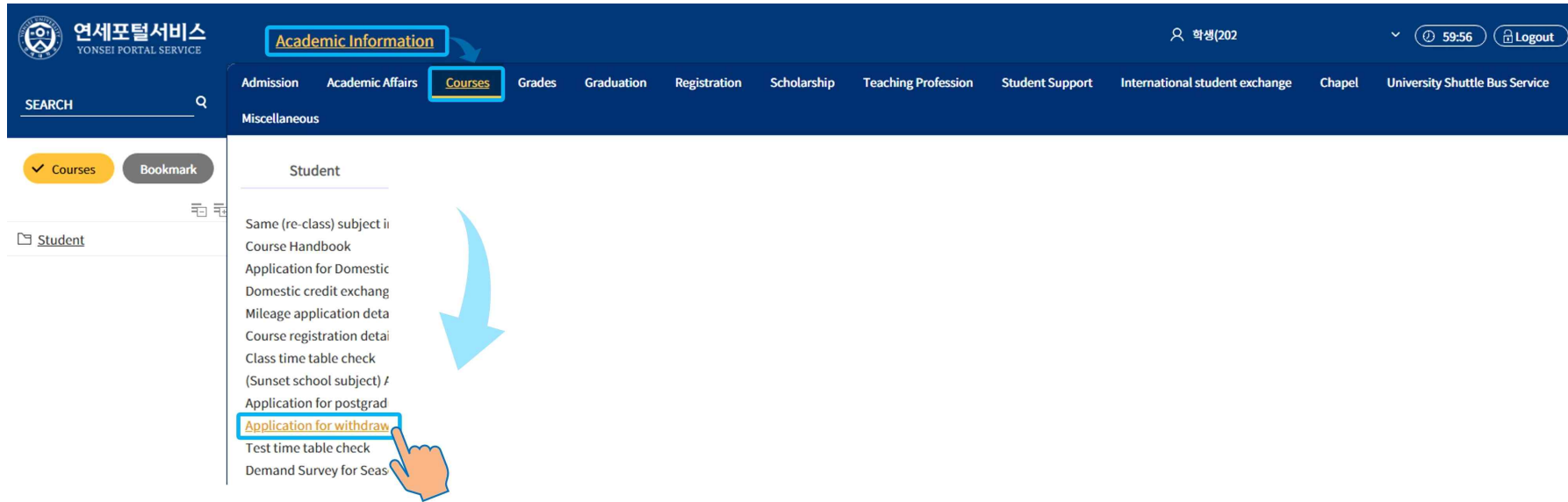
3. Notes

- a. Courses such as Volunteer Service, RC Self-directed Activity, Social Engagement and GD Section (Military Course) are not eligible for course withdrawal.
- b. When a student withdraws from a course, he/she cannot add a new course instead.
- c. Students must be enrolled in at least one course after the withdrawal becomes effective.
- d. Withdrawn courses will be exempt from GPA evaluation.
- e. Withdrawn courses will remain on your personal class schedule timetable.
- f. From the 2009 academic year, withdrawn courses will not appear on the transcript.
- g. Students with course withdrawals are not eligible to apply for extra credits in the next semester and for academic honor roll though their GPA may meet the requirements.
- h. After withdrawing from a course during the designated withdrawal period, verify that the course has indeed been withdrawn by checking the course enrollment list on the Yonsei Portal System.
(Yonsei Portal ⇒ Academic Information System ⇒ Academic Information ⇒ Courses ⇒ Course registration details)
- i. If a student, admitted in 2013 and thereafter, used course repeat opportunity to enroll a course and withdraws from the course, course repeat opportunity will not be used.
- j. For information regarding the withdrawal, please contact Academic Support Team at 02-2123-2090.
- k. For information regarding the scholarship, please contact Student Affairs and Services Service Team at 02-2123-8191.

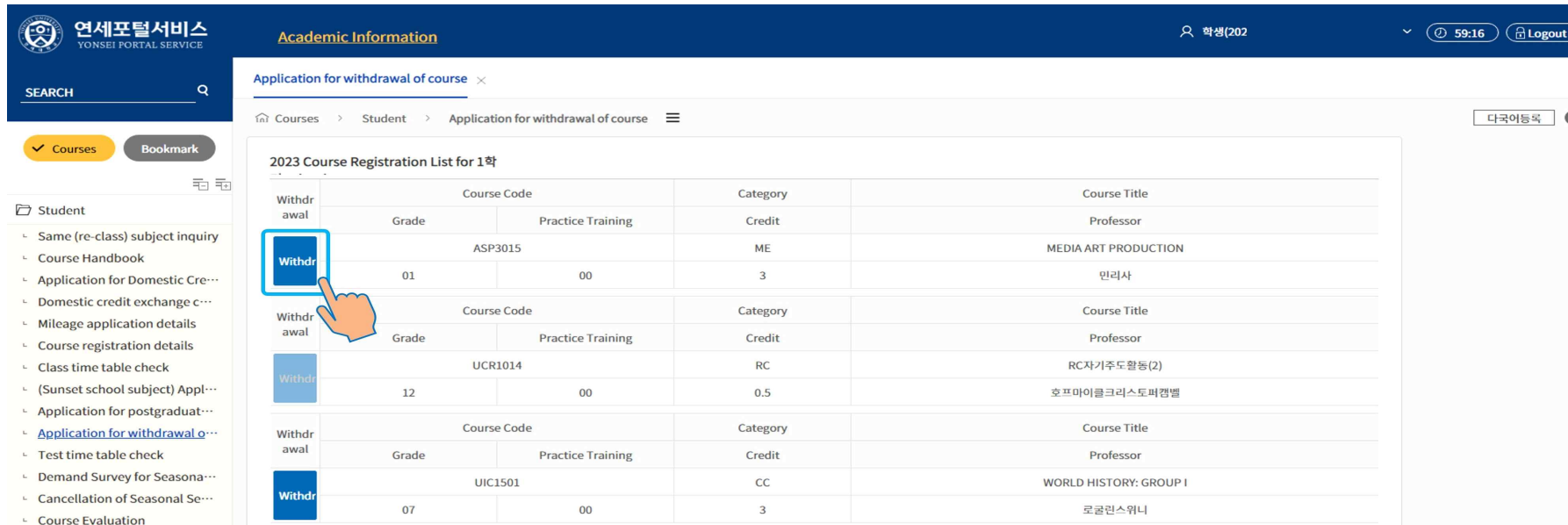
Academic Support Team, Office of Academic Affairs

How to Withdraw a Course

1) Go to **Academic Information** ⇒ **Courses** ⇒ **Student** ⇒ **Application for withdrawal of course** menu.



2) Select the Course you want to withdraw from the [2025 Course Registration List for 2학기] table, and click the **‘Withdraw’** button.



3) Select the reason for withdrawal from the drop down list and click 'Apply'.

The screenshot shows the 'Application for withdrawal of course' page. A table lists courses with columns for 'Withdr awal', 'Course Code', 'Grade', 'Practice Training', 'Credit', 'Category', and 'Course Title'. A dropdown menu is open over the 'Withdr awal' column, showing options: 'Select', 'More demanding than expected', 'Course topic is different from my expectation', 'Falls short of the attendance requirement', 'Failed to take the mid-term examination', and 'Other'. A blue circle with the number '1' is next to the dropdown arrow. A blue circle with the number '2' is next to the 'Apply' button in the 'Application for withdrawal of courses.' pop-up window.

4) Click '확인(OK)' on the following pop-ups to complete the course withdrawal.

The screenshot shows the 'Application for withdrawal of course' page with several confirmation pop-ups. A blue circle with the number '1' is next to the '확인' button in a pop-up window. A blue circle with the number '2' is next to the '확인' button in another pop-up window. A success message is displayed: 'underwood1.yonsei.ac.kr 내용: [Course Withdrawal] Your submission has been processed.' The page also shows a search bar, a navigation menu, and a table of courses.

5) Check the 「Withdrawal List」 at the bottom of the screen to find the withdrawal results.

연세포털서비스
YONSEI PORTAL SERVICE

Academic Information

학생(202)
59:58
Logout

다국어등록

Student

- Same (re-class) subject inquiry
- Course Handbook
- Application for Domestic Cre...
- Domestic credit exchange c...
- Mileage application details
- Course registration details
- Class time table check
- (Sunset school subject) Appl...
- Application for postgraduat...
- Application for withdrawal o...
- Test time table check
- Demand Survey for Seasona...
- Cancellation of Seasonal Se...
- Course Evaluation
- Course Evaluation Results

Application for withdrawal of course
다국어등록

Withdr	Course Code	Practice Training	Credit	Course Title
Withdr	UIC1581	00	3	EASTERN CIVILIZATION
	01			장화사
Withdr	Course Code	Practice Training	Credit	Course Title
	Grade			Professor
Withdr	UIC2151	00	3	RESEARCH DESIGN AND QUANTITATIVE METHODS
	03			로버슨제프리
Withdr	Course Code	Practice Training	Credit	Course Title
	Grade			Professor
Withdr	YCA1005	00	0.5	재플(A)
	01			이정철
Withdr	Course Code	Practice Training	Credit	Course Title
	Grade			Professor
Withdr	YCA1101	00	3	기독교와세계문화
	10			시가모니세익스피어

Withdrawal List

Cancel	Course Code	Practice Training	Credit	Course Title	Detail
Cancel	ASP3015		ME	MEDIA ART PRODUCTION	Detail
	01	00	3	만리사	

6) To cancel your withdrawal, click on the 'Cancel' button ⇒ '확인(Yes)' ⇒ '확인(Yes)'.

YONSEI PORTAL SERVICE YONSEI 포털서비스 Academic Information

underwood1.yonsei.ac.kr 내용: [Cancellation] Do you want to proceed?

학생(202) 59:47 Logout

Application for withdrawal of course × Course registration details

Courses > Student > Application for withdrawal of course

다국어등록

Withdr UIC1581 01 00 ERN CIVILIZATION 장화사

Withdr Course Code Practice Training

Withdr UIC2151 03 00 CC RESEARCH DESIGN AND QUANTITATIVE METHODS 로버슨체프리

Withdr Course Code Category Course Title

Withdr Grade Practice Training Credit Professor

Withdr YCA1005 교기 채플(A) 이장철

Withdr Course Code Category Course Title

Withdr Grade Practice Training Credit Professor

Withdr YCA1101 교기 기독교와세계문화 시가모니세익스피어

Withdrawal List

Cancel	Course Code	Category	Course Title	Detail
	Section	Practice Training	Credit	Professor
Cancel	ASP3015	ME	MEDIA ART PRODUCTION	Detail
	01	00	3	민리사

1 Cancel

2 확인 취소

3 확인

- 7) Check **Courses** ⇒ **Student** ⇒ **Course registration details** menu. Make sure “Y” appears in the [withdrawal] column of your withdrawn course.
 Note that withdrawn courses will remain on your personal class timetable.

연세포털서비스 YONSEI PORTAL SERVICE Academic Information 학생(202) 59:56 Logout

SEARCH

Application for withdrawal of course × Course registration details ×

Home Courses > Student > Course registration details

다국어등록

Year-Semester 2023-1st Semester

Current Semester Credits 13 Chapel Seat N

Class Request 재수강횟수사용과목

No.	Group		Course Code		Course Title	Professor		Lecture room		course syllabus
	Credit	Section	Section	Practice Training		Withdrawal	S/U	Time	Time	
1	3000		ASP3015		MEDIA ART PRODUCTION			IVHB314	Wed5,Fri5,6	Q
	3	01		00		Withdrawal				
2	1000		UCR1014		RC SELF-DIRECTED ACTIVITY(2)			IVH301	Wed11,12	Q
	0.5	12		00		Withdrawal				
3	1000		UIC1501		WORLD HISTORY: GROUP I			IVHB323	Mon3,4,Wed4	Q
	3	07		00		Withdrawal				

The 'Withdrawal' column for the first course (MEDIA ART PRODUCTION) contains a 'Y' in a red circle, highlighted with a blue box and a blue checkmark. A blue hand icon points to the 'Y'.