

ONE.UF: WITHDRAW FROM ALL CLASSES

This instruction guide walks you through the student process of withdrawing from all classes.

NAVIGATION

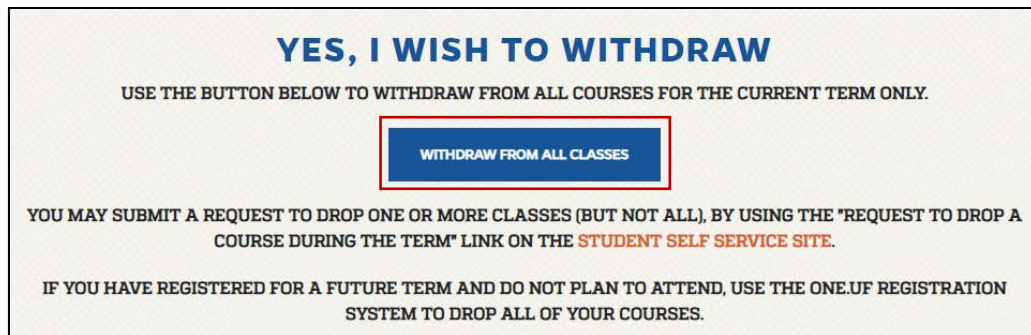
Students will use the following navigation to log into ONE.UF:

1. Go to the web address one.uf.edu
2. Click **LOG IN**
3. Click **Log in with GatorLink**
4. Enter **GatorLink Username and Password**
5. Click the **LOG IN** button

PROCESS

Students will use the following steps to withdraw from all classes:

1. In the Student menu to the left, click **Registration**.
2. Click **Withdraw from All Classes**.
3. **Scroll down** to review all aspects of the withdraw process.
4. Click the **WITHDRAW FROM ALL CLASSES** button .



6. A pop up box will appear asking if you are sure you want to complete this action. Click the **OK** button to verify you want to withdraw from all classes.
7. Acknowledge all of the statements about withdrawing from all classes by clicking the check box next to each acknowledgement statement.
NOTE: If you do not check each box, acknowledging each statement, the withdraw will not be processed.
8. Click the **CONTINUE** button.
9. Click the **Select a reason for withdrawing dropdown** arrow.
10. Select a **reason** for the withdraw. Possible reasons are Academic, Financial, Major Change, Medical, Military, Transfer, or Work Conflict.
11. Click the **CONTINUE** button.
12. **Review** the information.

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13. Click the **Submit** button if the information is correct.
 - a. Click the **Back** button to edit your responses.
 - b. Click the **Cancel** button to cancel withdrawing from all

classes. The request to withdraw from all classes has now been processed.

FOR ADDITIONAL ASSISTANCE

Technical Issues

The UF Computing Help Desk

352-392-HELP

helpdesk.ufl.edu