

## VIEW A STUDENT'S TERM WITHDRAWAL HISTORY

This instruction guide walks you through the process of viewing a student's term history, including withdrawal status.

### NAVIGATION

Use the following navigation in myUFL:

1. Click the **NavBar**
2. Click **Main Menu**
3. Click **Student Information System**
4. Click **Records and Enrollment**
5. Click **Student Term Information**
6. Click **Term History**

### PROCESS

1. Enter the **UFID** in the **ID** field
2. Click the **Search** button

**Term History**  
Enter any information you have and click Search. Leave fields blank for a full search.

Find an Existing Value

▼ Search Criteria

ID: begins with ▼ 02062630

Campus ID: begins with ▼

National ID: begins with ▼

Last Name: begins with ▼

First Name: begins with ▼

Include History  Case Sensitive

Search Clear Basic Search Save Search Criteria

Here, you will see the student's term information including the term, withdrawal status, withdrawal reason, and withdrawal date.

**Term Withdrawal**  
Alberta Alligator

Academic Career Dentistry

Academic Institution University of Florida

Term Spring 2019

Academic Level - Term Start Prof 1

Pro-Rata Eligible

Withdrawal \ Cancel Withdrew

Withdrawal \ Cancel Reason Medical (Approved)

Withdrawal \ Cancel Date 12/05/2018

Last Date of Attendance 12/05/2018

Override Withdrawal Schedule

Save Return to Search Notify

These are the reasons you may see listed for the withdrawal:

- Academic
- Financial
- Major Change
- Medical
- Medical (Approved)
- Military
- Military (Approved)
- Non-Payment of Fees
- Retroactive
- Term Withdrawal
- Transfer
- Work Conflict

**Note:** Approved means the student has petitioned and been approved. All other reasons are selected in self service by the student through ONE.UF.

## FOR ADDITIONAL ASSISTANCE

### Technical Issues

The UF Computing Help Desk  
352-392-HELP  
[helpdesk.ufl.edu](http://helpdesk.ufl.edu)

### Policies

Office of the University Registrar  
352-392-1374  
[registrar.ufl.edu](http://registrar.ufl.edu)