

How to Withdraw from an eCore or eMajor Course

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eMajor - GSW BBA: Through SEADS

Georgia Southwestern State University students wishing to withdraw from an eMajor - GSW BBA course will withdraw through the SEADS student portal.

Accessing SEADS

Students should visit: emajor.usg.edu, and choose Current Students and Student Forms and Withdrawals

Choose your home institution for more information on that institution's withdrawal policy and click Yes, I understand, and you will be taken to a secure login page.

The screenshot shows a web browser window with the SEADS portal. A modal window titled "Georgia Southwestern State University Withdrawals" is open. The modal contains the following text:

Georgia Southwestern State University Withdrawals

Note: the information below was provided by Georgia Southwestern State University. However, you should refer to that institution's website to make sure you are aware of current policies.

Withdrawal from eMajor Courses after Drop/Add:

Georgia Southwestern State University eMajor students desiring to withdraw from one or more eMajor classes by the midpoint of the term may do so by completing the online eMajor withdrawal form by the published withdrawal deadline. After doing so, the withdrawal information will be sent to the GSW Registrar for processing in Banner. The student will then be assigned a grade of "W" for those course(s). While a grade of "W" does not count in the student's cumulative grade point average, it does count in attempted hours for financial aid purposes and could affect a student's eligibility for aid if there are repeated withdrawals. Any withdrawal submitted after the semester midpoint date will result in a "WF" (withdraw/fail). All withdrawals from class must be approved and completely processed before the last day of classes. A student who does not officially withdraw from a class will receive a grade of "F".

To withdraw from any non-eMajor courses or from the University, please complete and submit the [GSW Withdrawal Form](#) by the published withdrawal date.

Withdrawal from the University prior to the published no-penalty date will result in grades of "W" (withdrawn) for all courses.

Withdrawal from the University after the no-penalty date will result in grades of "WF" (withdrawn failing) except for documented non-academic reasons.

By clicking on the link below, I confirm that I understand the withdrawal policies of my affiliate institution and wish to request withdrawal from eMajor classes.

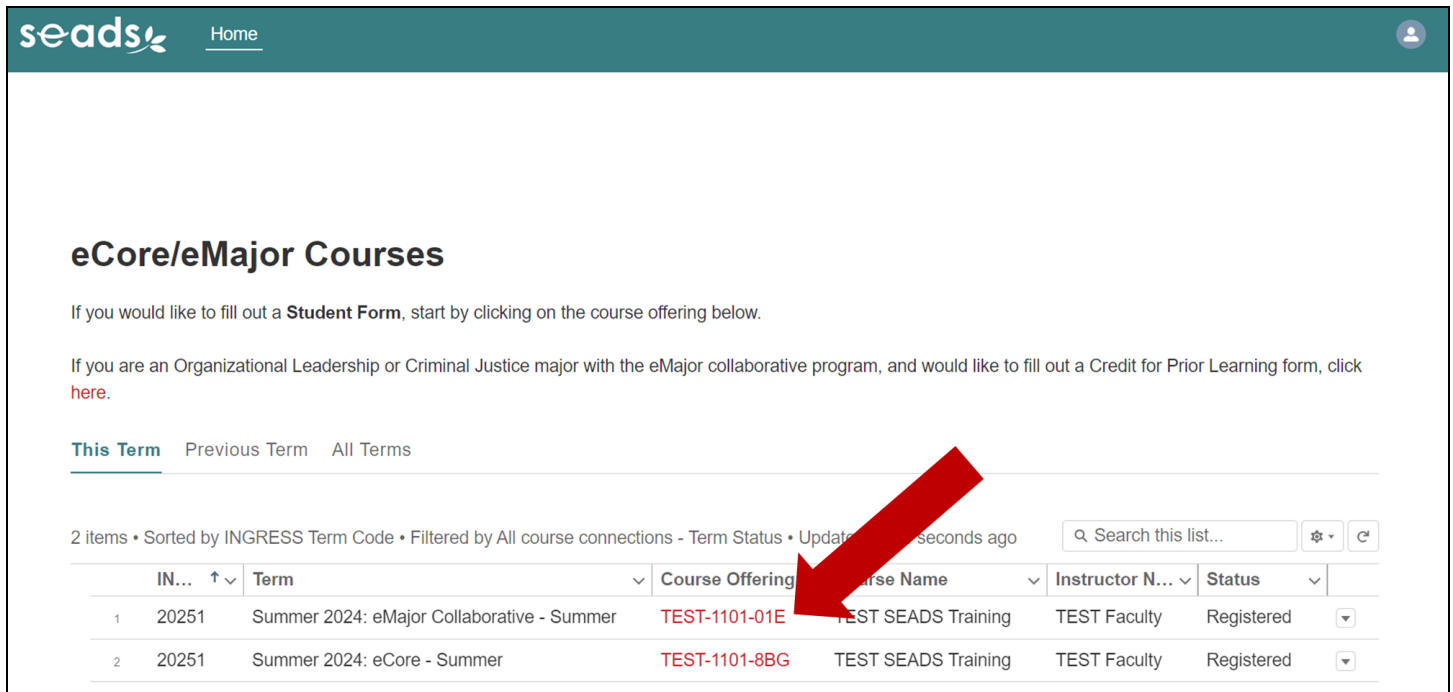
At the bottom of the modal, there are two buttons: "Close" and "Yes, I understand".

What is my SEADS login?

Students who took an eCore or eMajor class in Summer or Fall 2024 can use the 'Reset Password' link on the homepage. All other students should use the 'Create a Student Account' link on the SEADS homepage. For more detailed information, please visit [Logging Into the SEADS Student Portal](#). You can also reach out to esuccess@ecampus.usg.edu for assistance.

Navigate to the Course Offering Detail page

1. From the home screen, scroll down to the eCore/eMajor Courses section. There you'll see a list of the eCore and eMajor courses for this term.
2. Under the Course Offering column, click the course you wish to submit a student form for (Ex: TEST-1101-8BG).



The screenshot shows the SEADS Home page. At the top is a teal header with the 'seads' logo and a 'Home' link. Below the header, the 'eCore/eMajor Courses' section is displayed. It includes instructions for filling out a Student Form and a link for Credit for Prior Learning. A table lists two course offerings for Summer 2024. A red arrow points to the 'TEST-1101-8BG' offering.

eCore/eMajor Courses

If you would like to fill out a **Student Form**, start by clicking on the course offering below.

If you are an Organizational Leadership or Criminal Justice major with the eMajor collaborative program, and would like to fill out a Credit for Prior Learning form, click [here](#).

This Term Previous Term All Terms

2 items • Sorted by INGRESS Term Code • Filtered by All course connections - Term Status • Updated seconds ago

	IN...	Term	Course Offering	Course Name	Instructor N...	Status
1	20251	Summer 2024: eMajor Collaborative - Summer	TEST-1101-01E	TEST SEADS Training	TEST Faculty	Registered
2	20251	Summer 2024: eCore - Summer	TEST-1101-8BG	TEST SEADS Training	TEST Faculty	Registered

Submit the Course Withdrawal Request Form

1. Under Course Actions, select 'Click Here to Submit a Course Withdrawal Request'
2. The form will open in a pop up, with sections for you to fill out additional information.
3. Fill out the withdrawal survey questions, and at the end, select 'Submit Withdrawal Request'
4. Monitor your campus email address for additional information.
5. Your request will be held for two business days. During that time you have the option to cancel the request and you may be contacted by a Student Success Team member so that you can provide additional feedback.
 - a. After two business days, your withdrawal request will be released to your home institution for processing. The request will be time stamped with the date that you submitted it.

seads Home

Course Connection

Course Offering (Text)●	Course Name
TEST-1101-01E	TEST SEADS Training
Course Type	Status●
eMajor	Registered
Instructor Name	Instructor Email
TEST Faculty	Email address
Session Type	Term
Summer	Summer 2024: eMajor Collaborative - Summer

Course Actions

Please select a button below to submit a student form. If you need assistance with a form, please contact esuccess@ecampus.usg.edu.

- Click Here to Submit a Student Assistance Request Form
- Click Here to Submit a Student Complaint Form
- Click Here to Submit a Course Withdrawal Request
- Click Here to Submit a Final Grade Appeal Request

Student Submitted Forms

[Proctored Exam Extensions](#) [Course Reinstatements](#) [Student Complaints](#) [More](#)

The available forms may differ depending on course type and date

Canceling a Withdrawal Request

After submitting your withdrawal request, it is held for two business days. During that time, you have the option of canceling the request if you would like to remain in the course. To cancel your withdrawal request:

1. Access the SEADS student portal during the two business day window.
2. From the home screen, scroll down to the eCore/eMajor Courses section, and under the Course Offering column, select your course.
3. Under the Course Actions section, you'll see an option to cancel your request
 - a. If you need assistance, you can also contact your Student Success Team member or email esuccess@ecampus.usg.edu

All other programs: Withdraw through your Home Institution

Beginning Fall 2024, students wishing to withdraw from an eCore or eMajor course (other than a GSW eMajor BBA course) will do so in their home institution banner system. Please contact your advisor or the Registrar's Office for assistance.