



College of Natural Sciences and Mathematics  
California State University, Long Beach

Follow the directions at the "Withdraw" tab in the Academics Section of MyCSULB, accessed via [Single Sign-On](#). Justification and supporting documentation are required and must be uploaded with the request to withdraw. Approvals required include the student's instructor, the chairperson of the department offering the class, and the Associate Dean of the college in which the class is offered. All requests will be submitted to the Withdrawal Committee for review. Students will receive an email with the decision.

---

## **\*Note About Spring 2024**

For the Spring 2024 Semester, the drop-without-penalty date has been extended one week to Sunday, 2/11/24 @ 11:59 pm. PS 22-01 states that during the "first two weeks" students may self-adjust their classes without penalty. Also, during this time, instructors may drop students who have not attended. Due to the extenuating circumstances of the labor stoppage, self-adjustment has been extended to the third week of the semester.