

Implementation Plan for Revised Regulations for Withdrawal of Acquired Credits

1. Revised Regulations for Withdrawal of Acquired Credits (Effective as of 2024. 03. 01)

Previous regulations for withdrawal of acquired credits were limited only to abolished courses. The scope has now been expanded to include courses in which credits were acquired.

<Regulations of Academic Affairs> Article 51 (Withdrawal of Acquired Credits)

- ① Upon request, a student may withdraw a maximum of six credits from courses recognized as acquired credits. Courses for which credits have been so withdrawn shall be indicated with “W” (Withdraw) on the academic transcript, and such withdrawn credits shall not be counted toward the GPA. <Revised 2024. 3. 1>
- ② In order to withdraw acquired credits, students must have registered for at least seven semesters and acquired a minimum of 102 credits (106 credits for the colleges (divisions/schools) and departments specified in Article 57(2)) and submit an application for credit withdrawal form within the specified period.
- ③ The application for credit withdrawal form may be submitted only once, and such application shall not be withdrawn or modified.
- ④ Credits for courses that have not been completed shall not be withdrawn.
- ⑤ Courses for which credits have been withdrawn shall not be registered for again.

This revision shall be retroactively applicable to all students (either current students or those on a leave of absence) from the effective date of 2024. 03. 01, except graduates and degree candidates. Other conditions (i.e., eligible credits, limitation in the number of applications, eligibility criteria) will remain unchanged from the previous regulations.

2. Implementation

In accordance with the revised Article 51 of the Regulations of Academic Affairs (Withdrawal of Acquired Credits) effective from March 1, 2024, applications for withdrawal of acquired credits will be implemented as follows:

1) Courses Eligible for Withdrawal: **Courses in which credits have been acquired (including courses with graded recognition)**

2) Eligibility

a. Current students (or those on a leave of absence) who have acquired 102 (106) or more credits and registered 7 or more regular semesters

b. Transfer students in their 4th year

3) Maximum Credits Withdrawable: Up to 6 credits, allowed once only before graduation (Please note that credits for courses that have not been completed or being currently retaken shall not be withdrawn, and courses that have been withdrawn cannot be retaken).

4) Application Period for 2024-1 (Spring) Semester: Scheduled for May

5) How to Apply: A student may directly choose and submit through KUPID(<http://portal.korea.ac.kr>) log in → Registration/Graduation → Grade Inquiries → Credit Withdrawal.

6) Important Note

a. Any requisite course (i.e., Required general education courses, Major required courses, or Teacher training required courses) cannot be withdrawn.

b. Courses for which credits have been so withdrawn shall be indicated with “W” (Withdraw) on the academic transcript of the course name, and such withdrawn credits shall not be counted.

c. Credits for courses being currently retaken shall not be withdrawn, and courses that have been withdrawn cannot be retaken.

d. Once course withdrawal is submitted it cannot be retracted.

e. Courses that have been recognized through field practice cannot be withdrawn.

※ Please make sure to check the graduation credit requirement before applying. If the credits for a specific semester are less than 17 (18) through credit waiver, the qualification requirements may be lost, such as selection of excellent graduates etc.

3. Special Measures

For the first semester of 2024 academic year only, one additional opportunity to apply for withdrawal of acquired credits shall be granted to current students (or those on a leave of absence) who have previously withdrawn fewer than 6 credits on condition that the total number of credits for the withdrawal including those previously withdrawn must not exceed 6 credits (**Not applicable for graduates or degree candidates**).

Example

- Students who have applied for withdrawal of acquired credits and withdrawn 2 credits before 2024: Eligible for one more application for withdrawal of acquired credits with a maximum of 4 credits to be withdrawn

- Students who have applied for withdrawal of acquired credits and withdrawn 6 credits before 2024: No further opportunity will be granted

4. FAQ

1) Is it possible to withdraw credits acquired through exchange programs?

Yes, credits acquired through exchange programs can be withdrawn unless they are recognized as mandatory courses in the curriculum. Please note that courses acquired through exchange programs are not reflected in the GPA, although they are included in the total credits acquired. Please consider carefully whether withdrawing such courses provides any practical benefit.

2) Can I withdraw credits for courses passed with a P/F (Pass/Fail) grading system?

Yes, it is possible to withdraw credits for courses, provided they are not recognized as mandatory in the curriculum.

3)

① Can I withdraw credits in which I have retaken, if I am not currently retaking the course?

Yes, it is possible, provided they are not recognized as mandatory in the curriculum.

② In such cases as described above, how will it be indicated on the transcript?

Please refer to the example below:

Course Name	Period of Completion	Original Grade	Indicated on the Transcription (before Credit Withdrawal)	Indicated on the Transcription (after Credit Withdrawal)
Chinese Characters for General Studies	2022-1	C	R	R
Chinese Characters for General Studies	2023-1	B	B	W

4) Can I withdraw credits for courses I am taking in my final semester before graduation?

No, it is not possible. Credits for courses being currently taken at the time of application for

credit withdrawal (scheduled for May and November) cannot be withdrawn.

5) Can the Revised Regulations for Credit Withdrawal be applied to graduates and degree candidate?

No, it cannot. The regulations cannot be retroactively applied to graduates and degree candidate whose academic records are already finalized.

6) Can I withdraw credits for courses in which I received an F grade?

These regulations are intended for withdrawing acquired credits. Any course with an F grade is not subject for credit withdrawal since an F grade means credit was not acquired.

7) In cases where a minimum number of credits must be gained from a particular set of major required course groups, even if a course is classified as “major required” according to the curriculum, there are alternative courses available that can be taken as substitutes even if the original course is deselected. In such cases, is credit withdrawal possible?

In that case, such a course is in effect classified as a “major elective,” and credit withdrawal is therefore possible.