To the Student:

This form should be used to seek a withdrawal from a course in which you have registered and have been attending this semester. A grade of "W" will be entered into your transcript next to the course title. The "W" will not affect your GPA.

You may seek to withdraw from a course only prior to the end of the tenth week of classes during the semester. After the end of the tenth week of classes, you are committed to complete the course in which you have registered.

If you have a serious and compelling reason, after meeting with your Faculty Advisor, you may submit a Petition for Action to seek a LATE withdrawal from a course. Your petition to LATE withdraw must also be accompanied by this signed form.

Please turn in this signed form within the prescribed time period to the SEAS Office of Academic Programs, 111 Towne.

Today’s Date _______________________________________

Name of Student: ___________________________________________ SID Num: ______________________________________

Email Address: ____________________________________________ Tel Num: _____________________________________

Major: ___________________________ Name of Assigned Faculty Advisor: ____________________________

☐ I have no objection to this student’s request to withdraw from my course this semester:

Course: ________________ ________________ ______________

DEPT NUMBER SECTION (S)

Instructor’s Signature: ____________________________ Date: ____________________________

Print Name: ____________________________ Email: ____________________________

FACULTY ADVISOR SIGN-OFF:

☐ I have met with the above student, and have no objection to this student’s request to withdraw from this course.

Faculty Advisor Signature: ____________________________ Date: ____________________________

Updated 11/11/97 JSS