Course Withdrawal Form

Student: Please complete the following information.

Semester_____________________________________ Date________________________

Student’s name _______________________________________________________________
                        first                        last

Address_____________________________________________________________________

City, State, Zip________________________________________________________________

Student ID# ___________________________________ Telephone___________________

I am requesting permission to withdraw from the following course(s):  

<table>
<thead>
<tr>
<th>CRN</th>
<th>SUBJECT</th>
<th>COURSE</th>
<th>SECTION</th>
<th>TITLE</th>
<th>Cr.</th>
<th>DAY(S)</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Reason for withdrawal:_________________________________________________________

Are you receiving Veteran’s benefits?   Yes____________     No____________
Are you receiving financial aid?       Yes____________     No____________

__________________________________________  ______________________
Student’s signature            Date

Note: Withdrawing from a course may have financial aid implications. Please consult with the Office of Student Financial Services before submitting this form.

Students may withdraw from a full-semester course, without penalty, until the end of the tenth week of the semester. For eight week courses, it is the last day of the fifth week; for five week courses, it is the last day of the third week; for three week courses, it is the last day of the second week. Withdrawals are recorded on your transcript with a grade of “W.”

Rev. 2/11