

This section is to be completed by the student and then brought to the faculty member teaching the course from which the student wishes to withdraw. After the faculty member signs this application, the student must make an appointment with the Academic Advisor in the Office of the Dean of the School in which the student is majoring.

<i>ID</i>															
<i>Last Name</i>									<i>First Name</i>						
<i>School</i>									<i>Major</i>						

I request permission to withdraw from the following course:

Department _____ Course Number _____ Section Number _____
 Course Title _____ Faculty Member _____
 Reason for Request _____ Last Day in Class _____

I understand that if I withdraw from this course, (1) I will not be entitled to a tuition refund; (2) I will have to repeat this course if it is a requirement in my program; (3) I may pay additional tuition in future terms; (4) I may not have the prerequisite for course(s) in future terms; (5) I may have to increase the length of time to complete the degree requirements; (6) I realize this change may adversely affect my financial aid status; (7) I may jeopardize my athletic eligibility.

Student's Signature _____
Date

This section is to be completed by the faculty member teaching the course from which the student wishes to withdraw. After the faculty member signs this application, the student must take an appointment with an Academic Advisor in the Office of the Dean of the School in which the student is majoring.

I am aware the above named student wishes to withdraw from this course.

Faculty Member's Signature _____
Date

ATHLETES: Yes, Athletic students must have signature of Athletic Advisor.

Jennifer Drum _____
Date

H.E.O.P.: Yes, HEOP students must have signature of HEOP Advisor.

Elena Caminito _____
Date

Student has permission to withdraw from the class listed above.

Loretta Wilkins, Academic Advisor's Signature _____
Date