

Course Withdrawal (WP/WF)

Student's Name: _____ SSN/ID#: _____

Fall Spring Summer Session I Summer Session II Year: _____

To request withdrawal from a course after the last date for withdrawal with a W, complete this form and return it to the Registrar's Office with your signature and your advisor's signature as indicated on this form.

The Office of the Registrar will send your request to your instructor, who will assign you a grade of WP or WF and return it to the Registrar's Office. Your grade will be reported on your grade report at the end of the semester. A grade of WP has no effect on your GPA. A grade of WF is calculated in your GPA with the same value as F.

The Office of the Registrar recommends, but does not require, that you discuss withdrawal with your instructor prior to submitting the form. You may be able to find a way to remain in the course and earn the credit hours toward graduation.

I request withdrawal from these courses:

DEPT	COURSE #	SECTION #	INSTRUCTOR	CREDIT HOURS

TOTAL HOURS DROPPED: _____

Student's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____

Note: A first-year student may not withdraw from Western Tradition 100A or 100B, and a sophomore may not withdraw from Great Books 200.

FOR REGISTRAR'S USE ONLY: