A student may officially withdraw from a course(s) will reflect a grade of “W” on the student’s academic transcript and will negatively affect the student’s completion rate. The student remains responsible for paying the tuition and fees for the course(s) from which they have withdrawn. Faculty members may withdraw students who are unlikely to pass the course as determined by progress following the midterm grade.

Date: __________  Student ID Number: __________  Last Date of Attendance: _______

Semester: _____ Fall  _____ Spring  _____ Summer  Year: _______  Phone: _______

Student Name: ______________________________________________________________

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
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Reason for Withdrawal:

Academic ___  Transportation ___  Child Care___  Health___  Employment ___  
Financial ___  Death in the Family___

Other, (please explain) ___________________________________________________________ 

Use back of sheet if necessary

PLEASE SIGN FORM, AND RETURN TO THE REGISTRAR.

Student Signature________________________________________  Date____________________

Faculty Signature________________________________________  Date____________________

Financial Aid Signature__________________________________  Date____________________

Registrar Signature_______________________________________  Date____________________

Edited August 2017