

Course Withdrawal Form

Instructions

1. **Student** completes Sections 1 and 2 and signs this form.
 - a. **If student is an athlete, he or she must take this form to coach for signature, then return it to the advisor.**
2. Advisor signs the form.
3. **Student** has the course instructor complete Section 3.
 - a. If student is an international student- he or she must take this form to International Admissions
4. **Student** returns form to the registrar's office (Snyder Academic Center- Lower Level)

Section 1: Student

Student Name: _____ ID #: _____

Major: _____

Student Athlete? Yes No Sport?: _____

Section 2: Student

Withdrawal from the following course has been approved:

Course: _____ Section: _____ Credits: _____

Credits enrolled **after** withdrawal: _____

Student's signature: _____ Date: _____

Section 3: Staff/Faculty

Coach's signature: _____ Date: _____

Advisor's signature: _____ Date: _____

International Advisor's signature: _____ Date: _____

Section 4: Instructor

The above student has withdrawn from your class effective the date indicated above by the advisor. Please provide the date of last attendance of the student and return this form to the student. The student will return this form immediately to the registrar's office.

Date last attended: _____

Instructor's signature: _____