



RECORDS, REGISTRATION + ADVISING  
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### REQUEST FOR COURSE WITHDRAWAL: SUMMER 2022 SEMESTER

TERM I COURSES	(MAY TO JUNE)
DEADLINE	REFUND/GRADING POLICY
April 25 to May 12 (dropping last/only course)	75% refund, W grade assigned
May 13 to June 10	No refund, W grade assigned
After June 10	No refund, F grade assigned

TERM II COURSES	(JULY TO AUGUST)
DEADLINE	REFUND/GRADING POLICY
April 25 to Jul 7 (dropping last/only course)	75% refund, W grade assigned
July 8 to August 5	No refund, W grade assigned
After August 5	No refund, F grade assigned

COMBINED COURSES	(MAY TO AUGUST)
DEADLINE	REFUND/GRADING POLICY
April 25 to May 16 (dropping last/only course)	75% refund, W grade assigned
May 17 to July 15	No refund, W grade assigned
After July 15	No refund, F grade assigned

Non-attendance does not indicate withdrawal. Failure to submit a withdrawal request will result in an F grade being assigned with no refund issued. A complete withdrawal (dropping from all courses) from the University after the withdrawal deadline will only be considered upon submission of supporting documentation. Students on financial assistance (i.e. student loan) should see the Financial Awards Advisor to discuss the implication of a withdrawal while on student assistance.

#### U-PASS POLICY

You are only eligible for U-Passes for the month(s) you are registered in.

STUDENT INFORMATION Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

#### COURSE INFORMATION

TERM	COURSE CODE (i.e. AHIS-200)	SECTION (i.e. SU01)	COURSE NAME	FACULTY LAST NAME	LAST DATE OF ATTENDANCE
<input type="checkbox"/> I <input type="checkbox"/> II					
<input type="checkbox"/> I <input type="checkbox"/> II					
<input type="checkbox"/> I <input type="checkbox"/> II					

#### MAIN REASON FOR WITHDRAWAL (CHECK ONE)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Family Circumstances | <input type="checkbox"/> Physical                          | <input type="checkbox"/> Course too challenging        |
| <input type="checkbox"/> Financial            | <input type="checkbox"/> Conflict with instructor          | <input type="checkbox"/> Course not challenging enough |
| <input type="checkbox"/> Emotional            | <input type="checkbox"/> Course does not meet expectations | <input type="checkbox"/> Need to lighten course load   |

Other, please specify: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### OFFICE USE ONLY

Authorizing Signature: \_\_\_\_\_ Date: \_\_\_\_\_