



# William J. Maxwell College of Arts and Sciences

## Student Request for Withdrawal

Name: \_\_\_\_\_ Empl. ID: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_ GPA: \_\_\_\_\_ Major: \_\_\_\_\_

Please provide the following information for the course(s) from which you are requesting permission to withdraw:

Semester/Year	Course Catalog No.	Section No.	Course Title

Reason for Withdrawal:

**A) Notice to students requesting withdrawal from Academic Foundations and/or AUR (All University Requirements) courses:** Academic Foundations courses and AUR courses are foundational elements of the university curriculum. Completion of these courses early in your academic career is essential to your success in later coursework. Since these courses serve as pre-requisites to most other university coursework, withdrawing from them inevitably delays your academic career and progress.

Please initial here to acknowledge that you have read and understood **Statement A:** \_\_\_\_\_

**B). Notice to all students requesting withdrawal:** Please be advised that while a W grade has no impact on your GPA, a pattern of W grades over time can affect one’s eligibility for financial aid including student loans. By approving a student’s request to withdraw from class(es), this office makes no judgment as to how W grades might affect your standing in regard to financial aid. Questions about financial aid eligibility should be made directly to the Office of Financial Aid (H-212)

Please initial here to acknowledge that you have read and understood **Statement B.** \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date