

COURSE / UNIVERSITY WITHDRAWAL FORM

This form is to be used when the student is dropping one or more courses after the census date or when the student requests a withdrawal from the University.

University ID #	Last Name	First Name	Middle Initial
			Term/Year

PLEASE PRINT

INSTRUCTIONS

“W” WITHDRAWAL PERIOD

Students may not withdraw from a course after the census date for Fall, Winter, Spring and Summer Terms as shown in the Academic Calendar except for serious and compelling reasons. A serious and compelling reason is defined as one in which circumstances are clearly beyond the student’s control, e.g. accident, serious illness, change of working hours causing a class/work conflict, transfer out of the area, hospitalization, etc. Signatures of instructor, appropriate department chair and school dean are required. Documentation must be submitted with this form.

**Last date of attendance MUST
be filled in by Instructor**

D R O P	Course ID Number	Subject	Catalog Number	Section Number	Units	Instructor's signature	Last date of attendance	Department Chair's signature	

INDICATE REASONS FOR WITHDRAWING If withdrawal is for compulsory military duty, check box and attach a copy of your orders.

Military Duty

Student's Signature _____ Date _____

APPROVE DENY

REASONS FOR DENIAL

Dean's Signature _____ Date _____



California State University Stanislaus
Office of Admissions & Records
 One University Circle, Turlock, CA 95382
 209/ 667-3264

VETERANS

Veterans receiving educational benefits must receive prior approval from the Veteran's Coordinator in Enrollment Services to withdraw from courses.

Veteran's Coordinator Signature

FINANCIAL AID

Financial Aid students must receive prior approval from the Financial Aid Office for any withdrawal.

Financial Aid Officer Signature