



<p><u>For RO use only.</u></p> <p>Date Changed: _____</p> <p>Initials: _____</p> <p>Notified: _____</p> <p>_____ hours to _____ hours</p>

EXCESSIVE ABSENCE WITHDRAWAL FORM

Faculty may drop a student for excessive absence. The student will receive a “W” if withdrawal is made by the last date to receive a “W”, which is normally about a week after midterm. After that date the student will receive a “WF”.

Student Name: _____ Student ID: _____

Semester: ___ Fall ___ Spring ___ SS I ___ SS II ___ All Summer

Check here if student has never attended

Last date of attendance _____

COURSE(S) to WITHDRAWAL

Course # and Section	Course Name	Hours	Instructor Name
_____	_____	_____	_____
_____	_____	_____	_____

Instructor Signature _____ Date _____

Please return this form to the Registrar’s Office.