Withdrawal Petition

1. ____________________________________________
   Student’s Name

2. ____________________________________________
   Student ID Number

3. __________________________
   Date:

4. ____________________________________________
   Reason:

5. __________________________  6. __________________________
   Semester  Year  Major/Campus

7. | Course | Number | Section | Instructor’s Signature | Assigned Grade (W or F) |
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8. ____________________________________________
   Student’s Signature

9. ____________________________________________
   Advisor or Department Head’s Signature

10. ____________________________________________
    Records Office Verification

Instructions:
Step 1: Student must complete blanks 1-8.
Step 2: Advisor or Department Head’s signature of approval, blank 9.
Step 3: Records Office verification, blank 10

If you have financial aid, please check with that office prior to withdrawing as it could cause you to owe funds back to the university.

With few exceptions, you have the right to request, receive, review, and correct information about yourself collected using this form.