Withdrawing Form

Records, Registration, & Veteran Services Office
3838 Livernois Road, P.O. Box 7006, Troy, MI 48007-7006
P 248-823-1660 ▪ F 248-823-1662 ▪ records@walshcollege.edu

ID#                             Name                             Program of study
□ Graduate                      □ Undergraduate                   □ Other

Home #                          Business #                         Cell #

Semester
□ Winter 2017                   □ Spring 2017                    □ Summer 2017
□ Fall 2017

Address

According to College policy, you may withdraw from the same course only twice during your academic career.
A letter grade (A – F) will be issued when a previously withdrawn course is repeated for the third time.
Students may withdraw from classes starting day 15 of the semester through the 8th week of the semester (for 11 week courses). Check registration packet for withdrawal dates.

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Section #</th>
<th>Title</th>
<th>Hours</th>
<th>Office Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>XWTH</td>
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<tr>
<td>Condensed Courses</td>
<td>NA</td>
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<tr>
<td>STTH</td>
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<td>NA</td>
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</tbody>
</table>

Why are you withdrawing from the listed classes? Please check the one most significant reason.

□ Academic difficulty □ Medical □ Course load □ Program satisfaction
□ Personal/family □ Financial □ Instructor □ Prefer different format (e.g. on ground vs. online)
□ Work conflict □ Relocation □ Course satisfaction □ Other: ______________________________________________________________________________________

Comments: _______________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________________________

Is this your first semester at Walsh? □ Yes □ No
Is this a complete withdrawal from all courses this semester? □ Yes □ No
Is this a total withdrawal from the College? □ Yes □ No

Authorization: I authorize Walsh College to withdraw me from the courses listed above. I understand that there is no tuition refund given for withdrawn courses, I must pay any balance that may be outstanding, and a grade of “W” will appear on my transcript. I am responsible for understanding how my withdrawal from classes will affect my financial aid status.

Signature ___________________________ Date __________________
(required for processing)