

University ID # _____



COURSE WITHDRAWAL REQUEST FORM

The deadline for withdrawing from a class (with a grade of W on the transcript) is eight weeks from the first day of classes for the semester, not the class's first day of instruction.

To be Completed by the Student (Print Clearly)

Name _____
LAST FIRST MIDDLE

Local Telephone Number _____ UVA e-mail ID _____

Current Course Load _____ hours; Requested Course Load _____

5-Digit Class Number _____ Subject Area and Number _____

Semester _____ Year _____

IF WITHDRAWING FROM A CLASS WILL LEAVE YOU WITH FEWER THAN 12 CREDITS, YOU MUST OBTAIN THE GSAS DEAN'S APPROVAL.

NOTE: CARRYING FEWER THAN 12 HOURS WILL JEOPARDIZE YOUR F-1 OR J-1 VISA STATUS AND YOUR NCAA ELIGIBILITY. IT COULD ALSO IMPACT YOUR FINANCIAL AID, HEALTH INSURANCE, AUTO INSURANCE OR VETERAN'S BENEFITS. CHECK BEFORE YOU WITHDRAW FROM A CLASS.

Return to the Enrolled Student Office, _____, Graduate School of Arts and Sciences, BEFORE 5:00 P.M. on the day of the deadline

Signature of GSAS Assistant Dean
(required if withdrawing from the class results in dropping below 12 credit hours)

Office use only

Date Entered _____
(month) (date) (year)