**College of Education and Allied Professions**

**Post-Deadline Course Withdrawal Request**

**Note:** Withdrawals from individual courses after the “W” deadline will only be granted under exceptional circumstances.

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| --- | --- | --- | --- |
| Name: |  | 92: |  |
| Major: |  | Advisor: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Course Requested for Withdrawal: |  | Instructor: |  |
| Current Grade(estimated): |  | Number of Absences: |  |

|  |
| --- |
| Why did you not withdraw from the class before the deadline?  |
|  |
| If applicable to your situation, why are you requesting withdrawal from only one course? |
|  |
| What exceptional circumstances can you document that support your withdrawal at this time? |
|  |
| Were you sanctioned for academic misconduct (e.g., plagiarism, cheating, etc.) in this course?  |
|  |

Please attach medical or other documentation. By signing below, you are declaring that your statements are truthful and materials presented are valid.

|  |  |  |
| --- | --- | --- |
| StudentSignature: |  | Date: |

**\*Turn in this form to Associate Dean Kim Winter in Killian 201P2.**

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| **For CEAP Dean’s Office Use Only** |
| **Request Received by:** |
| **Instructor Consult:** | **Yes** | **No** |
| **Approval:** | **Yes** | **No** |
| **Dean/Associate Dean Signature:** | **Date:** |

**Visit the catalog for university withdrawal policies:**

Undergraduate -<http://catalog.wcu.edu/content.php?catoid=33&navoid=900#with_poli_and>

Graduate - <http://catalog.wcu.edu/content.php?catoid=34&navoid=979>