Colby Registrar’s Office

Withdrawal from Course
(for first-year students only; does not include transfers)

Please note that if remaining schedule includes fewer than 12 credit hours, page 2 must be completed.

Name______________________________ Class ______ ID # ____________

Course _______________ Section ______ Instructor ______________________

Standing at time of withdrawal from course, as determined by instructor:

Signature of Instructor (required)  Date

_________________________________  _______ Passing (recorded as "W")

_________________________________  _______ No basis for grade (recorded as "W")

_________________________________  _______ Failing (recorded as "WF")

Signature of Advisor_________________________ Date ______________
(required)

Must be filed by the last day of classes.
Refer to “Critical Dates” for specific dates.
Important Information for Students Carrying Fewer Than 12 Credit Hours

Students who earn fewer than 12 credit hours or less than a 2.0 grade point average in any semester, exclusive of the January Program, are subject to being placed on probation or being dismissed from the College by the Committee on Academic Standing. Only when there are compelling extenuating circumstances (e.g., illness, unusual personal problems) is it advisable for a student to carry fewer than 12 credit hours.

A student on probation is required by the Committee on Standing to earn 12 credit hours and a 2.0 grade point average, unless other conditions have been stipulated. Except in extraordinary circumstances, a student on probation who fails to meet this standard will be dismissed.

Completion of this form is not a guarantee against action by the Committee on Standing. Statement(s) in support of dropping below 12 credit hours may be submitted to the Dean of Students by the student and/or advisor; these statements will be considered by the Committee.

Eligibility for financial aid and/or intercollegiate sports participation requires that a student be enrolled in 12 credit hours. Note that "credits" earned in wellness programs are not credit hours.

I have read the above, and understand it:

Date ____________________________  (Signature of student required if remaining schedule is fewer than 12 credit hours)

Date ____________________________  (Signature of Dean of Students)

For Registrar's Office only:

__________  Date received

__________  Processed

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