



Beyond Boundaries

Undergraduate Course Withdrawal Form

Students use this form to withdraw from a course after the Add/Drop period and before the deadline to withdraw from a course with a ‘W’ grade, which is published in the Academic Calendar. Students will not be permitted to withdraw from courses after the last day to withdraw with a ‘W’ grade. The decision to withdraw from a course may change a student's status if credits for the semester fall below 12 (full-time status), as well as eligibility in the following areas:

- F-1 Visa Status
- Participation in Athletics
- Veterans’ Benefits
- Financial Aid
- Anticipated Graduation Date
- Housing

TO BE COMPLETED BY THE STUDENT

Student Name: (Last, First)		Student ID#:	Email:
Semester:		Year:	
Credits Hours Before Withdrawal:		Credit Hours After Withdrawal:	
Are you an Athlete? Yes No			
Pfeiffer University Athletic Representative Signature: (If an athlete)			Date:
Academic Advisor Signature:			Date:
Student Signature:			Date:
I understand that withdrawing from this course may impact my student status in the areas indicated on this form.			

COURSE INFORMATION

Course Prefix	Course Number	Section Number	Course Title	Instructor Name	Last Date of Attendance
Instructor Signature:				Date:	
Instructor should return form to Registrar within 48hrs after receiving request. Scan completed document to registrar@pfeiffer.edu * Do not give form back to student*					

TO BE COMPLETED BY REGISTRAR’S OFFICE

Student Notified	Processed By:
University Offices Notified	Date: