



COURSE WITHDRAWAL

(WP) WITHDRAWAL WITHOUT PENALTY

Education for your future. Sisterhood for life.

There may be alternatives that are more to your advantage than a course withdrawal. Before making the final decision to withdraw from a course, it is in your best interest to discuss your academic situation and explore all of your options with your instructor and academic advisor.

- Bennett College will allow a withdrawal without penalty (WP) from a current semester course or courses within the stated time allotment as published in the college academic calendar.
- The student is responsible for repeating the course that she has withdrawn.
- Withdrawal of courses without penalty will be included in attempted hours, but excluded from all other grade point average calculations.
- The student must initiate this action by completing a Course Withdrawal (Withdrawal without Penalty) form in the Office of the Registrar by the stated calendar deadline.
- Request for a withdrawal (withdrawals without penalty) from a course or courses after the stated deadline as listed in the current semester's academic calendar and prior to the end of the semester, requires a petition to the Office of Academic Affairs. Such petitions will not be granted without documentation of extenuating circumstances (medical, psychological, or administrative reasons).
- No refund of tuition or other fees apply to a course withdrawal.

TERM: FALL _____ SPRING _____ YEAR 20 _____ TERM DEADLINE DATE: _____

Student Id# _____ Student Name _____

Course Information _____
(Course Number & Section) (Title)

Course Credit Hours — 1 — 2 — 3 — 4

Hours before change: _____ Hours after change: _____
(Official registered hours for the term) (Hours attempting after change)

Student Signature: _____ - Date _____

Instructor Signature: _____ Date _____

_____ Date _____

Academic Advisor Approval Signature _____ Date _____

Dean or Director of Academic Advising Signature

Required only for students with a GPA less than 2.00 and/or remaining registered hours less than 12 credits

Distribution: Registrar Academic Advising (Less than 2.0 and/or registered for Less than 12 credits)
Date Processed/Initial: _____

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