

Saint Louis University - Madrid Campus
Petition to Drop or Withdraw from
Course(s) with Registration Hold

Form
#8

Section 1
Student

Student Name

Student ID

Student Email

Primary Program/Major

Total Earned Hours

Student Phone #

Section 2
Course Information

This Petition cannot be used to drop or withdraw from all courses within a semester; please complete the Petition for Complete Drop/Withdrawal (Form #9).

Semester (fall/winter/spring/summer and year) _____

Course(s) to drop or withdraw from:

Course CRN	Course Subject, Number and Section	Course Title	Credit Hours
12345	<i>Ex. BIOL-1040-01</i>	<i>Principles of Biology I</i>	3

Form continues on reverse.

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Section 3
Acknowledgements

I understand and acknowledge that:

- * Withdrawing from courses after the registration period, but prior to the last day to withdraw with a “W”, a grade of “W” will be assigned to the student’s academic transcript.
- * It is the student’s responsibility to notify the appropriate individuals in their academic department regarding this course drop/withdrawal.
- * Dropping or withdrawing from courses may delay the completion of a student’s academic program and result in a later graduation date.
- * Dropping or withdrawing from a course may affect the following (e.g., full-time/part-time status)
 - * Scholarship/Financial Aid – Students receiving any scholarships or financial aid should consult with their Student Financial Services counselor.
 - * Tuition Charges – Students should reference the Refund Policy found on the [Tuition and Fees](#) website.
 - * Graduate Assistantships – Students receiving a graduate assistantship should consult with their academic department concerning eligibility.
 - * Visa Status – International students must consult with the Office of Student Life concerning conditions of their student visas.

Student Signature

Date

Form Procedures

1. Student completes sections 1 and 2.
2. Student acknowledges policies related to dropping and withdrawing from classes by signing in section 3.
3. Student submits approved petition to the Office of the University Registrar.
4. Office of the University Registrar drops or withdraws student from course(s).

Registrar's Office - Padre Arrupe Hall, 1st Floor
Avenida del Valle 34, 28003 Madrid 91.554.5858
<https://slu.edu/madrid>