



PETITION FOR LATE WITHDRAWAL FROM A COURSE

Petitions for a late withdrawal from a course (after the eleventh week of classes) must be approved by the Standards and Standing Committee to be processed. In addition, support by both the professor and the faculty advisor is required for this withdrawal petition to be considered. No petition for withdrawal from a class will be considered after the last day of classes.

A petition for a late withdrawal from a course will be considered only when extenuating circumstances prevented the student from withdrawing from the course by the deadline to do so. Ignorance of the deadline or of the withdrawal policy are not acceptable reasons. There must be valid reasons for withdrawing from the course at the late date and for why the petition to withdraw is being submitted after the official deadline. Those reasons must be explained below or on an attached sheet of paper.

Student's Section:

Name _____ Rhodes ID _____

Month/Year Graduation _____

I request a late withdrawal from the following course:

Subject	Number	Section	Title

Note: If you are also withdrawing from a credit-bearing lab, please submit an additional form.

Reasons why you were unable to request a course withdrawal before the deadline this semester:

Student Acknowledgement: I understand that by withdrawing from this course, if approved: (1) **a grade of "W" will be recorded on my permanent record**; (2) the W grade is not computed in my grade point average; (3) there is no reduction in tuition and billed overload fees (if pertinent) remain in effect; (4) if this withdrawal creates a course underload, the College is not obligated to approve future overloads; and (5) an underload may jeopardize my student status regarding continued enrollment, financial aid, and student activities, including intercollegiate athletics, Tennessee Hope and Lottery Scholarship eligibility. In addition, I understand that I should continue to attend class until notified of the committee's decision. Failure to do so may result in a failing grade.

Student's Signature _____ Date _____

Continued Petition for Late Withdrawal from a Course

Professor's Section:

- _____ I believe there were extenuating circumstances that prevented the student from withdrawing in a timely manner, and I support this petition.
- _____ I support the student's petition with reservations.
- _____ I do not support the student's petition.

Comments:

Professor's Name (printed) _____

Professor's Signature _____ Date _____

Advisor's Section:

- _____ I believe there were extenuating circumstances that prevented the student from withdrawing in a timely manner, and I support this petition.
- _____ I support the student's petition with reservations.
- _____ I do not support student's petition.

Comments:

Advisor's Name (printed) _____

Advisor's Signature _____ Date _____

Standards and Standing Committee's Section:

Comments:

Signature for the Committee _____ Date _____