



FURMAN

PRINT NAME	
FURMAN STUDENT ID	
TERM AND YEAR	

COURSE WITHDRAWAL REQUEST

Students may drop a course with no designation on the permanent academic record after conferring with the instructor and their academic advisor during the course adjustment period each term. The course adjustment period includes the first seven class days in the fall and spring semesters and the first ten percent of all possible class meeting days for courses offered in any other term or special format.

Course withdrawals occurring between the end of the course adjustment period and the mid-term date of each term will be designated as a withdrawal (W) in the student record. The withdrawal deadline is extended by seven class days (ten percent of all possible class meeting days) for new students (freshman or transfers). Consult the important dates page of the academic records web site at www.furman.edu/registrar for specific registration deadlines each term.

A student may not withdraw from a course after the deadline has passed without special permission from the Associate Academic Dean. Permission will ordinarily not be granted except for reasons of illness, injury or other emergencies that necessitate extended absence from class.

COURSE NUMBER	COURSE TITLE	INSTRUCTOR SIGNATURE
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ALL COURSE WITHDRAWAL REQUESTS MUST BE APPROVED BY YOUR ACADEMIC ADVISOR AND PROCESSED THROUGH ACADEMIC RECORDS!

ACADEMIC ADVISOR SIGNATURE

DATE

STUDENT SIGNATURE

DATE

For the most up-to-date
and accurate information,
visit the Academic Records web site at:
www.furman.edu/registrar