## REQUEST TO LATE WITHDRAW COURSE

(INSTRUCTOR COURSE PROGRESS REPORT)

A request to late withdrawal from a course is made after the final date to withdraw from a course Exact dates vary according to the length of the course. Dates are posted in the Schedule of Classes each semester.

The student is responsible for completing and submitting:

- 1. An Application for Exception to Catalog Regulations petition form and explanation
- Submit a Request to Late Withdraw form for each course requested
  Submit a Drop Sip signed by the instructor for each course requested
- 4. Applicable documentation to support request

If you have any questions, please contact the Business Exceptions Secretary or Academic Adviser at (316) 978-3203.

This Request to Late Withdraw form can be returned to the Business Advising Center in Clinton Hall 008 hy the student or the instructor

	by the student of the instructor.	
Part I: To be completed by the STUDENT myWSUID:		Date:
Last Name:	First Name	
		CRN:
Department and Course Number:		