



COURSE WITHDRAWAL (WP/WF Grading)

PLEASE NOTE: If this is your last or only course, you must withdraw from the term (see Timetable of Classes for deadline date [http://registrar.tennessee.edu/registration]). Withdrawal forms are available in the Office of the University Registrar, 209 Student Services Building and online at http://registrar.tennessee.edu.

Name _____
Last First Middle

Student ID# _____ Year _____ Term _____

I understand that the instructor's signature acknowledges notification of my intent to drop. I also understand that I will receive a WP (withdrawn passing) or WF (withdrawn failing) grade. Between the 64th and the 84th calendar days of the spring and fall terms, students may drop a course after obtaining the instructor's signature. The instructor, at grade time, will assign a grade of "WP" or "WF". This assessment is made based on the student's work up until the time the course is dropped. Neither a "WP" or "WF" grade will compute in the GPA.

This form must be submitted to the Office of the University Registrar by 5:00 p.m. on the 84th calendar day of the term. No forms will be accepted after the 84th calendar day of the term. No drops are permitted after the 84th calendar day (see timetable of classes for specific dates (http://registrar.tennessee.edu). If a student stops attending a course and does not drop it, the student will receive a grade of "F" for the course.

Student Signature

Table with 3 columns: DEPT. NAME, COURSE NUMBER, SECTION NUMBER

INSTRUCTOR'S SIGNATURE (Required)

Date

FOR OFFICE USE ONLY table with Received and Recorded columns, including Date and Initials fields.