

KENYON COLLEGE
REQUEST TO DROP SPRING SEMESTER OF A YEAR COURSE

WITHDRAWING FROM A YEAR COURSE WITH ONE SEMESTER CREDIT AND FINAL GRADE:

Year courses may be dropped with fall semester credit and final grade with the signature of both the instructor and advisor. Instructors may require a final examination. The final grade must be received by the Registrar's Office within two weeks after the effective date of this drop.

STUDENT: You may withdraw from a course after the drop/add period only if it is an extra course that you are passing. A late fee will be charged after the seventh class day Spring semester.

FACULTY: You are under no obligation to cooperate with students who are attempting to drop after the drop/add period. If you do not approve, do not sign.

GRADE: Please do not report grades on this form. If you wish to change the student's fall-semester grade in this year course, please notify the registrar within two weeks of the date you sign this form.

NAME/CLASS _____ ID# _____

CRN	SUBJ.	NO.	SECT.	ATTENDED?	PASSING?	FACULTY PERMISSION

ADVISOR'S SIGNATURE _____ DATE _____

STUDENT'S SIGNATURE _____ DATE _____

AMOUNT CHARGED	ENTERED BY

Received in Registrar's Office
