Students may choose to withdraw from a class without a grade penalty if they attend the class after the second week and no later than the withdrawal deadline. The deadline for withdrawing from a class is published as part of the academic calendar and the important term dates and deadlines pages on the web (http://www.lawrence.edu/s/Registrar) and falls in the eighth week of the term.

If any of the following apply to you, you will need to petition the Faculty Subcommittee on Administration for permission to withdraw from your class.

- You have or intend to withdraw from more than one class this term.
- You have already withdrawn from three classes while at Lawrence.
- You are on probation or strict probation.
- You are requesting to withdraw after the eighth week withdrawal deadline.

**IMPORTANT: Withdrawing from a class can change your course load for the term to less than full time (15 units). This can affect**

- the status of a student visa,
- eligibility for financial aid and scholarships,
- eligibility for veteran’s benefits,
- eligibility to participate on an athletic team,
- insurance,
- and other matters requiring you to be a full-time student.

International students should consult International Student Services. Students receiving scholarships, financial aid, or veteran’s benefits should consult the Financial Aid Office. Students participating in athletics should notify their coaches. If insurance or other matters apply, you should investigate the possible consequences before submitting this form.

Complete the grid below, obtain the required signatures, and submit this form to the Registrar’s Office.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Term</th>
<th>Subject</th>
<th>Course #</th>
<th>Title</th>
</tr>
</thead>
</table>

**INSTRUCTOR ONLY**
I certify that this student last attended the class listed above on: ___________________________ Date of Last Attendance

Instructor Name (Please Print) __________________________ Signature _________________________ Current Date __________________

**ADVISOR(S) ONLY—Your signature indicates you have discussed this action and its implications with the student.**

Advisor 1 Name (Please Print) __________________________ Signature _________________________ Current Date __________________

Advisor 2 Name (Please Print) __________________________ Signature _________________________ Current Date __________________