

# LATE COURSE WITHDRAWAL APPEAL FORM

*This form is not to be used to withdraw from the University. Students must provide verification of circumstances. A low grade in a course is NOT a reason to request a late withdrawal*

UMass Amherst, College of Engineering

Return to Room 126 Marston Hall

## STEP 1. Complete administrative information

NAME (last, first, MI)	SPIRE ID#	Email
		@student.umass.edu
current major (pull down menu)	Cum GPA	Date

## STEP 2. course(s) to be dropped ( alpha numeric)

## STEP 3. Conditions that should be considered (appeal) for a late withdraw

## STEP 4. Signatures

Student		date:	
Academic Dean Δ		date:	

Δ--Return to 126 Marston for *Academic Dean Signature*

This form is to be used only after the last day to receive a "W" deadline has passed. This form is to accompany a completed Course Change Request with both Student and Faculty signatures. Step 3 is for documenting why the Academic Dean should consider a late course withdrawal (i.e. medical issues, extenuating circumstances). Please included any supporting documentation when submitting this form.

Office Use Only:	Whi	Let	Adv	Ema	Spi	
------------------	-----	-----	-----	-----	-----	--