



MARIEB COLLEGE OF HEALTH & HUMAN SERVICES
APPEAL FOR LATE WITHDRAWAL WITHOUT ACADEMIC PENALTY

Graduate Students Only

An appeal for a late withdrawal will be considered when extenuating circumstances beyond the student's control occurred that prevented him/her from completion of the course and the published withdrawal deadline has passed.

To be completed by student: (Form alone will not be considered)

Complete student information below and attach the following with the form:

- 1. Letter stating the extenuating circumstances beyond the student's control leading to late withdrawal.
2. Letter from Department Chair or School Director indicating that the appeal at the informal level was denied.
3. Completed Add/Drop form
4. Supporting documentation (e.g., documentation from physician, employer, etc.)

CRN Course Number/Name Semester/Year (e.g., Fall 2011)

University Identification Number (UIN) Student Name

Street Address

City State Zip

Cell Phone Home Phone FGCU Email Address

Student's Signature Date

To be completed by professor:

Last day of attendance Approximate grade at time of last attendance

Approve Deny Professor's Signature Date

Comments (or attach statement):

Approve Deny Department Chair's Signature Date

Approve Deny Student Affairs Committee Chair's Signature Date

Approve Deny Dean's Signature Date

Sent to Registrar: Date Entered into Banner: Date