



SCHOOL of ENGINEERING & APPLIED SCIENCE

Table with 2 columns: Field Name, Value. Fields include Name (last, first), SIS ID#, UVa ID#, Computer ID, Phone (local).

UNDERGRADUATE PROGRAMS

WITHDRAWAL PETITION

Instructions: Use this form to request a withdrawal from a single course. Late requests will not be granted; see the withdrawal deadlines on the Registrar's website. Once you have secured all relevant signatures, submit the form to engineering-undgrad@virginia.edu for review and signature by the Assistant Dean.

A student who is permitted to withdraw from a particular course will receive a grade of W for the course. Petitions must be approved by the faculty advisor, signed by the student, and endorsed by the Office of the Dean.

Form with sections: Course name, 5-digit course number, Course mnemonic, number, and section (ex.: MAE 2300-001), Reason for withdrawal request (if this is not your first withdrawal, you must provide evidence of extenuating circumstances), Statement by advisor.

Certifications (This form will not be processed without these certifications.)

- I have not withdrawn from a course before.
Do you understand that there could be academic, financial, NCAA eligibility, or other important consequence to this withdrawal? Yes No

Signature indicates approval. The Advisor signs to indicate approval of the withdrawal, and to verify that the Advisor has explained the academic consequences of the withdrawal. Student, Advisor, Undergraduate Dean signature lines.