COLLEGE OF RURAL AND
COMMUNITY DEVELOPMENT

PO Box 756500 (866)478-2721 - phone
Fairbanks, AK 99775-6500 (907)474-5280 - fax

LATE WITHDRAWAL/AUDIT/TOTAL WITHDRAWAL

☐ FALL ☐ SPRING ☐ SUMMER Year: _____

PLEASE CHECK YOUR REGIONAL CAMPUS

☐ Bristol Bay Campus 842-5692 (fax)
☐ Chukchi Campus 442-3204 (fax)
☐ Interior-Aleutians Campus 474-5208 (fax)
☐ Kuskokwim Campus 543-4527 (fax)
☐ Northwest Campus 443-5602 (fax)
☐ Other _____ 474-6280 (CRCD Reg fax)

An affirmative action/equal opportunity employer and educational institute

- The withdrawal is not official until this form has been accepted and processed by the registration office at your campus.
- If you do not complete this process, you may receive 'F" grades in your classes.
- Use this form to:
  1. Withdraw from an individual class after the last day of student-initiated withdrawals.
  2. Change a course from credit to audit after the deadline.
  3. Withdraw from ALL classes for the current semester.

CHECK ONE: ☐ AUDIT ☐ WITHDRAWAL ☐ TOTAL WITHDRAWAL

LAST NAME _____ FIRST NAME _____ MIDDLE NAME _____

UA ID NUMBER _____ EVENING PHONE _____ DAY PHONE _____

ADDRESS (if total withdraw - Permanent Mailing Address) _____ ☐ CHECK HERE IF THIS IS A CHANGE OF ADDRESS

CITY _____ STATE _____ ZIP CODE _____ E-MAIL ADDRESS _____

Withdrawals after the last day for student-initiated withdrawals are allowed for exceptional cases only. Approval is not automatic, and students need to provide evidence to support their request (ie: documented family emergency, major employment change, documented medical condition or disciplinary sanctions). Audits follow the same ruling and deadlines as withdrawals.

WITHDRAW FROM A COURSE or CHANGE TO AUDIT (one form for each course)

You should leave this blank for a total withdrdawal from ALL courses.

CRN	DEPT	NUMBER	SECTION	COURSE TITLE	CREDITS	INSTRUCTOR

STUDENT NOTE: This change is not official until ALL STEPS are completed. For Total Withdrawals, this form must be processed one week after it is issued for degree-seeking students. Check with the your rural campus for any financial obligations on your account. Retain a copy of this form until the end of the semester when you receive your grades. Bring your copy of the form with you if you have any questions.

* SIGNATURES ARE REQUIRED FOR ALL REQUESTS

Student's Signature and Date* _____

Certified Date of Total Withdrawal _____ Issued By _____

Advisor's Signature and Date (if student is degree-seeking) _____ Major _____

Course Instructor's Signature and Date (if withdrawing from one course) _____

Campus Director's Signature and Date* _____

Dean's Signature and Date* _____

Reason for Denial: _____