

Name (last, first)	
SIS ID#	
UVa ID#	
Computer ID	
Phone (local)	

**ENGINEERING**

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 the staff in A-122 Thornton Hall. *Please type or print legibly.*

Students will be granted one withdrawal for personal reasons. Subsequent requests to withdraw will be granted only when there are extenuating circumstances beyond a student's control. A student who is permitted to withdraw from a particular course will receive a W for the course. Petitions must be approved by the faculty advisor, signed by the student, and endorsed by the Office of the Dean.

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**

- I  have  have not  withdrawn from a course before.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

*(this form will not be processed without these certifications)*

*For official use only*

Signature indicates approval. The <i>Advisor</i> signs to indicate approval of the withdrawal, and to verify that the <i>Advisor</i> has explained the academic consequences of the withdrawal.			
Student:			
	(printed name)	(signature)	(date)
Advisor:			
	(printed name)	(signature)	(date)
Associate Dean:			
	(printed name)	(signature)	(date)