

# DROP FOR NON-ATTENDANCE FORM

(\* REQUIRED) PLEASE PRINT ALL INFORMATION. Incomplete forms cannot be processed.

**B** \_\_\_\_\_  
\* Student ID #

\*TERM: FALL, SPRING, SUMMER \_\_\_\_\_  
year

\_\_\_\_\_  
\*Last Name First MI

\_\_\_\_\_  
\* CRN Number \* Course Prefix \* Course Number \* Course Title

Drop student from this course for non-attendance. Assign the following grade:

**CIRCLE ONE: W WP WF**

\*This student's last date of attendance in this course was \_\_\_\_\_.

\_\_\_\_\_  
\* INSTRUCTOR NAME (PRINT)

\_\_\_\_\_  
\* INSTRUCTOR SIGNATURE DATE

**INSTRUCTIONS: Complete and submit to the Office of the Registrar, not later than the deadline for a student to officially withdraw with a WP or WF specified in the Academic calendar for the semester/term.**

*Office of the Registrar  
McCastlain Hall, Room 112  
FAX #: 450-5734*

**FOR OFFICE USE ONLY**

entered on system

**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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