

Instructor-Initiated Withdrawal Request Form

UGA Office of the Registrar Holmes/Hunter Academic Bldg. Athens, GA 30602-6113

Students are responsible for withdrawing themselves from a course if they violate the non-attendance policy outlined in the course syllabus. However, instructors can facilitate the process after the drop/add period in the event of excessive student absences. To do so, complete this from and send it from a valid **UGAemail** address to **regsupp@uga.edu**.

PLEASENOTE: This form should only be used after the drop/add period. Do not submit this form after the withdrawal deadline.

UGA ID Number		Last Name		First		MI	Academic Term
Withdraw:							
	CRN		Subject/Number	Cr. Hr.	Instructor's Signature		
•							
		Office Use Only					
		System Update By:					

Revised October 2018