



WITHDRAWAL FOR NON-ATTENDANCE

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 form and send it from a **valid UGA email address to regsupp@uga.edu along with the course syllabus and record of an attempted email correspondence with the student.**

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

STUDENT INFORMATION

Last Name *	First Name *	Middle Name
UGA ID (81X) Number *	Contact Email Address *	

WITHDRAW:

CRN *	Course Prefix *	Course Number *	Credit Hours *
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Instructor's Signature *	Date *
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OFFICE USE ONLY
System Updated By:
Date: