Wharton County Junior College

Course Drop / Withdrawal Form

WCJC Student ID _____ Last Name (Current Legal) _____ First Name _____

WCJC Student Email Address _____ Preferred Phone Number _____

Term: ☐ Fall ☐ Winter Mini ☐ Spring ☐ May Mini ☐ Summer I ☐ Summer II 20_____

Do you wish to withdraw from **all classes** at the institution? ☐ Yes ☐ No

CRN	Subject (e.g. ENGL)	Course # (e.g. 1301)	Reason for Drop. Documentation required.
			An institution of higher education may not permit an undergraduate student to drop a total of more than six (6) courses, including any from other institutions, unless the student is dropping for one of the following reasons:
			☐ Medical ☐ Work Schedule
			☐ Family Medical ☐ Other good cause (to be determined by WCJC)
			☐ Death of Family Member
			☐ Military Leave ☐ Not Applicable/Other

If you selected "Not Applicable/Other", please state your reason for dropping your course(s). This drop will be considered "unexcused" and subject to the 6-drop limit.

In signing this form, I acknowledge my understanding that dropping courses or withdrawing from the institution may impact the following:

- **Academic Eligibility** for current/future courses and/or **Graduation Status**. Contact the Office of Admissions and Registration at registrar@wcjc.edu or 979-532-6303.
- **Accounts Receivable**, including installment plans and outstanding payments for which you will still be responsible. Contact the Business Office at installments@wcjc.edu or 979-532-6941.
- **Financial Aid Eligibility**. Contact the Office of Financial Aid at finaid@wcjc.edu or 979-532-6345.
- **Veterans' Benefits**. Contact the Office of Veterans' Affairs at veterans@wcjc.edu.
- **Athletic Eligibility**. Contact the Office of Athletics at claytonr@wcjc.edu or 979-532-6368.

Student Signature (For electronic submission, type your name and WCJC student ID) _____ Date _____

Email completed form to registrar@wcjc.edu. Please remember to use your WCJC email for all correspondence with the college; non-WCJC email addresses may be blocked.

Office Use Only Revised: 04/02/2020

Processed by: _____ Term Code: _____