

# Dual Enrollment Course Withdrawal Request

Please complete all sections of this form and email it to [DualEnrollment@nfc.edu](mailto:DualEnrollment@nfc.edu).

**Student Information**

**NFC ID (G#):** \_\_\_\_\_ **School:** \_\_\_\_\_ **Term:** Fall \_\_\_ Spring \_\_\_ Summer \_\_\_

**Legal Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

Last
First
Middle (complete)
Jr., etc.

**Student is Requesting to Withdraw from the Following Course(s):**

CRN <small>Course Reference # (Ex. 10008)</small>	Course Title <small>(Ex. American History I)</small>	Session <small>(Ex. Full, Mini A, Mini B)</small>

**What is the Main Reason for Withdrawing?**

- |  |   |
|--|---|
| <input type="checkbox"/> Unsatisfactory Academic Performance | <input type="checkbox"/> Problem with Instructor                                    |
| <input type="checkbox"/> Health (Mental and/or Physical)     | <input type="checkbox"/> Scheduling Conflicts (Extracurricular, Work, Family, etc.) |
| <input type="checkbox"/> Transportation                      | <input type="checkbox"/> Prefer not to answer / Other                               |

**Student Acknowledgment & Signatures**

- I understand I am responsible for ensuring this request is received by NFC Dual Enrollment & Early College Programs by the official withdrawal deadline listed in the College Academic Calendar & Course Syllabi.
- I have met with my high school guidance counselor (or Home Education Official) to discuss the impact of withdrawing from the listed course(s) in accordance with the withdrawal policies outlined in the current Dual Enrollment Articulation Agreement and the NFC Catalog.
- I acknowledge that a final grade of "W" will be reflected on the NFC academic transcript.

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_____	_____	_____	_____
<i>High School Counselor Signature</i>	<i>Date</i>	<i>Student Signature</i>	<i>Date</i>