COLLIN COLLEGE Drop/Withdraw Form

Print Name: _____
Last First Middle
Student CWID#: _____

Semester
- ☐ Fall 20 _____
- ☐ Wintermester 20_____
- ☐ Spring 20_____
- ☐ Maymester 20_____
- ☐ Summer 1/3 20_____
- ☐ Summer 2 20_____

I am aware dropping or withdrawing may affect my academic standing, program completion, ability to repeat the course, and Financial Aid/VA benefits eligibility.

I understand course *swapping* (adding and dropping courses with the same number of hours with no change in charges) is not offered after a term begins. I further understand that per the Texas Higher Education Coordinating Board refund rules, I will still have charges due on my student account, ranging from 30-100 percent, for any course(s) I drop/withdraw, either on-line or in person, after the term begins.

Are you receiving financial aid/VA benefits this semester? **Yes** ☐ **No** ☐
Are you an International student? **Yes** ☐ **No** ☐

Course (s) to be Dropped or Withdrawn

Course	Number	Section
1.		
2.		
3.		
4.		
5.		
6.		

A Reason Code is Required	
1.	
2.	
3.	
4.	
5.	
6.	

Reason Code

1. Call to active duty in the Texas National Guard or Armed Forces (student or family member)
2. Death of family member or personal friend
3. Responsible for care of sick or injured family member or personal friend
4. Personal illness
5. Change of family status or responsibility/work schedule/financial situation
6. Dissatisfied with Collin (please explain in comment section)
7. Other (please list in comment section below; documentation may be required)

Comment Section:

_____

_____

I verify that the drop/withdrawn reasons selected above are truthful. I understand the academic implications of dropping or withdrawing from courses.

Student Signature: _____ Date: _____

Staff Signature: _____ Date: _____

Advising Approval: _____ Financial Aid Approval: _____

Bursar/Cashier Approval: _____

Collin County Community College District does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or veteran status. With few exceptions, state law gives you the following rights regarding the information collected by Collin about you: the right to request to be informed about the information, the right to receive and review the information and the right to correct information about you that is incorrect.

Information on this document is subject to change due to policy changes by Federal, State or Collin County Community College District.

Office Use Only:
Total withdrawal: __yes __no