

The University of Mississippi, Office of General Studies
Appeal for Late Course Withdrawal

Please read the UM policy regarding late course withdrawals:

Late Withdrawal from a Course — After the course withdrawal deadline, a student may drop a course only in cases of extreme and unavoidable emergency as determined by the student's academic dean. **Unacceptable reasons for late withdrawal include dissatisfaction over an expected grade or a change in a student's degree program or major.** In no case may a class be dropped after the last regular class day in any semester, session, or term.

Courses dropped after the course withdrawal deadline will still appear on the student's official transcript. **The W mark will be recorded if the student is passing the course at the time of withdrawal; the F grade will be recorded if the student is failing.**

--Excerpt from online UM catalog

Please note: If dropping this course drops you below 12 credit hours, it will change your status to part-time student rather than full-time which may affect things like financial aid and scholarships.

Your signature below acknowledges that you have read and understand the above information, that you still request a late withdrawal, and that you can provide documentation for one of the reasons listed below.

Please check the reason for your request:

- Medical reason (attach documentation from your doctor)
- Have never attended the class or stopped attending after the first week (attach memo from instructor verifying your last date of attendance or that you never attended)
- Extreme or unavoidable emergency (attach a detailed explanation)

Student's Signature

Date

Name

ID #

(_____) _____
Local Phone

(_____) _____
Cell Phone

Email

Major

Instructor's Name

Instructor's Email

Course Number/Section you are requesting to drop

Four ways to submit completed appeal form to the Office of General Studies via:

Fax to: **(662) 915-5138**

Scan and send by email attachment to: **bgs@olemiss.edu**

U.S. Mail to: **Office of General Studies
Jackson Avenue Center, Suite N
P.O. Box 1848
University, MS 38677-1848**

In Person: **Jackson Avenue Center, Suite N**



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