COLLIN COLLEGE Drop/Withdraw Form

Print Name: ____________________________

Last                      First                      Middle

Student CWID#: ____________________________

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Course (s) to be Dropped or Withdrawn

<table>
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<tr>
<th>Course</th>
<th>Number</th>
<th>Section</th>
<th>A Reason Code is Required</th>
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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I verify that the drop/withdrawn reasons selected above are truthful.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: ____________________________

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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