

Petition to Withdraw from a Course – Graduate Students

Students in Graduate Engineering have the option of requesting a course withdraw after the fifth week of class but before the final day of class. **No** petition for withdrawal will be considered after the final day of classes.

International students going below 3.0 CU's must receive an approval for RCL. The ISSS approval email must be forwarded to RAS prior to the withdraw being processed.

When the Associate Dean for Academic Affairs approves the request, a copy of this form will be sent to the University Registrar for processing and the student will be notified when complete via email. Registration for the course remains on the student's record with the notation "W" placed in the grade column of the student's transcript.

Name

Penn ID#

Date

Course number (example: EAS 500-001)

Term Registered (example: Spring 2022)

Program decision:

Approved

Denied

Graduate Group Chair/Program Director

Date

Return form to Graduate Affairs in the Research and Academic Services (RAS) Office for processing and review.

RAS review/completion:

Associate Dean

Date