



RECORDS, REGISTRATION + ADVISING
 T 604 844 3876 · F 604 844 3089
 reghelp@ecuad.ca

REQUEST FOR COURSE WITHDRAWAL: SUMMER 2021 SEMESTER

TERM I COURSES	(MAY TO JUNE)
DEADLINE	REFUND/GRADING POLICY
April 20 to May 13 (dropping last/only course)	75% refund, W grade assigned
May 11 to June 7	No refund, W grade assigned
After June 7	No refund, F grade assigned

TERM II COURSES	(JULY TO AUGUST)
DEADLINE	REFUND/GRADING POLICY
April 20 to Jul 8 (dropping last/only course)	75% refund, W grade assigned
Jul 9 to August 3	No refund, W grade assigned
After August 3	No refund, F grade assigned

COMBINED TERM COURSES	(MAY TO AUGUST)
DEADLINE	REFUND/GRADING POLICY
April 20 to May 17 (dropping last/only course)	75% refund, W grade assigned
May 18 to July 9	No refund, W grade assigned
After July 9	No refund, F grade assigned

Non-attendance does not indicate withdrawal. Failure to submit a withdrawal request will result in an F grade being assigned with no refund issued. A complete withdrawal (dropping from all courses) from the University after the withdrawal deadline will only be considered upon submission of supporting documentation. Students on financial assistance (i.e. student loan) should see the Financial Awards Advisor to discuss the implication of a withdrawal while on student assistance.

U-PASS POLICY

You are only eligible for U-Passes for the month(s) you are registered in.

STUDENT INFORMATION

Student Name: _____ Student Number: _____

COURSE INFORMATION

TERM	COURSE CODE (i.e. AHIS-200)	SECTION (i.e. SU01)	COURSE NAME	FACULTY LAST NAME	LAST DATE OF ATTENDANCE
<input type="checkbox"/> I <input type="checkbox"/> II					
<input type="checkbox"/> I <input type="checkbox"/> II					
<input type="checkbox"/> I <input type="checkbox"/> II					
<input type="checkbox"/> I <input type="checkbox"/> II					

MAIN REASON FOR WITHDRAWAL (CHECK ONE)

- | | | |
|---|--|--|
| <input type="checkbox"/> Family Circumstances | <input type="checkbox"/> Physical | <input type="checkbox"/> Course too challenging |
| <input type="checkbox"/> Financial | <input type="checkbox"/> Conflict with instructor | <input type="checkbox"/> Course not challenging enough |
| <input type="checkbox"/> Emotional | <input type="checkbox"/> Course does not meet expectations | <input type="checkbox"/> Need to lighten course load |

Other, please specify: _____



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Student Signature: _____

Date: _____

OFFICE USE ONLY

Authorizing Signature: _____

Date: _____

Copy to Financial Services