

# PETITION FOR WITHDRAWAL

RO-14 Rev 091102



PLEASE PRINT

STUDENT ID NUMBER:

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**Office of the Registrar**  
 Rocket Hall, Room 1100  
 Mail Stop #322  
 Toledo, OH 43606-3390  
 Phone: 419.530.4844  
 Fax: 419.530.4828  
 registrar@utoledo.edu

NAME:

\_\_\_\_\_ Last First Middle Initial

Year				Term			

10 = Spring  
30 = Summer  
40 = Fall

## WITHDRAWAL DEADLINE INFORMATION

This petition must be received in Rocket Solution Central (RSC), Rocket Hall, Room 1200, by the deadline date either: in person, fax, or mail. When mailing, the envelope must be postmarked by the deadline date. In all instances, **always verify the withdrawal** through the portal after allowing for processing time.

For the **fall** and **spring** terms, it must be filed between the 15th calendar day of the term through Friday of calendar week 10.

Withdrawal deadlines will be proportional for **summer** term sessions and **special sessions** that do not meet at the standard start/stop dates of the term. Please check with RSC to determine the withdrawal deadlines for these sessions.

## IMPORTANT

- The instructor's permission is not required to withdraw from class(es).
- Processing of this petition will result in a grade of "W" on your transcript, indicating an official withdrawal from class.
- To determine the number of withdrawals allowed, you will need to consult your college.
- Based on the date of the withdrawal, fees may or may not be adjusted for withdrawn courses.

CRN	Subject Code	Course Number	Section Number	Credit Hours	Title of Course
<i>Example:</i> 42026	<i>MATH</i>	<i>1180</i>	<i>002</i>	<i>3.0</i>	<i>Math for Liberal Arts</i>

**WARNING**  
 Since withdrawn courses reduce your enrolled hours, withdrawing from courses may have an adverse effect on financial aid benefits, scholarships, loan deferments, athletic eligibility, health insurance, veterans benefits, degree requirements, or other areas. If you are uncertain what effect withdrawing from the course(s) listed above will have on your situation, it is recommended that you contact the appropriate department for guidance before filing this petition.

## STUDENT STATEMENT

I have read the above warning and understand the possible consequences associated with withdrawing from a class. I am requesting to withdraw from the above course(s) and understand that the resulting grade of "W" cannot be rescinded and based on the date of withdrawal, my fees may or may not be adjusted as a result of this request.

\_\_\_\_\_  
 Student Signature

\_\_\_\_\_  
 Date