

**SKIDMORE COLLEGE SUMMER SESSIONS**  
**APPLICATION TO WITHDRAW WITHOUT GRADE PENALTY**  
PLEASE REFER TO [2018 ACADEMIC CALENDAR](#)

Name: \_\_\_\_\_ ID: \_\_\_\_\_  
*(Please print legibly. This form will become part of your permanent record.)*

Date: \_\_\_\_\_

Class Year: \_\_\_\_\_ Session 1: \_\_\_\_\_ Session 2: \_\_\_\_\_ Session 3: \_\_\_\_\_

**Prior to the published withdrawal deadline**, students may request withdrawal without grade penalty from a course with the approval of the instructor and the Director of Summer Academics. Skidmore students may accumulate **A MAXIMUM OF TWO W'S PER ACADEMIC CAREER**. A grade of "W" will appear as part of the transcript but will not be figured in the grade point average. Students receiving a grade of "W" are considered financially liable for that course, and the total number of registered credits for the summer term is not decreased. Students requesting a withdrawal should not stop attending class until official action has been taken. Exceptions to the two W rule are reviewed on a case-by-case basis by the Committee on Academic Standing and are granted only for extraordinary circumstances beyond the control of the student (e.g., severe medical problems). Documentation is required for such petitions.

**COURSE INFORMATION**

This is my: \_\_\_\_\_<sup>1<sup>st</sup></sup> \_\_\_\_\_<sup>2<sup>nd</sup></sup> "W" since entering Skidmore.  
*(please check one)*

Course # \_\_\_\_\_ CRN # \_\_\_\_\_ Title \_\_\_\_\_

Last date of attendance: \_\_\_\_\_

Reason for request to withdraw: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the course from which I am withdrawing will appear on my grade report with a "W" and that this withdrawal may make me ineligible for state aid (TAP).

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

**REQUIRED SIGNATURES**

Signature of Instructor \_\_\_\_\_

Director of Summer Academics Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Financial Aid Representative Signature \_\_\_\_\_

HEOP/AOP Representative (when applicable) \_\_\_\_\_

**Skidmore students must submit this form to the Office of the Registrar; students not attending Skidmore must submit this form to Auden Thomas in the Office of the Dean of Special Programs, located in Pine Cottage (954 North Broadway). All relevant signatures are required.**

Action of CAS: \_\_\_\_\_ Approved \_\_\_\_\_ Rejected \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_