

GRADUATE AND PROFESSIONAL COURSE WITHDRAWAL PROCESS

- Students who wish to withdraw from a course must consult their Academic/Program Director and are encouraged to discuss the withdrawal with their instructor. To officially withdraw, students must complete and submit the course withdrawal form to the Registrar's Office **before the last day to withdraw**.
 - Ceasing to attend classes or notifying the instructor does not constitute an official withdrawal.
- **Late Withdrawal***: Students must consult with their instructor and Program/Academic Director to request a late withdrawal, which will only be considered in extreme circumstances.
 - If approved, the Instructor will issue a grade of WP (withdrew passing) or WF (withdrew failing). The grade of WF is computed as a failing grade in the grade point average.
- **College of Professional Study Students Only**: To request a late withdrawal, students must consult with their Student Support Specialist or Program Director and submit a completed *Academic Petition* stating the extenuating circumstances and a letter of support from an advisor, faculty member, or program/academic director to the college's dean's office offering the course for consideration. Late withdrawal petitions must be submitted to the Registrar's Office by the last day of class.
- **Student Eligibility**: Withdrawing from a course may affect veteran's benefits, visa status, or financial aid. Please consult with the appropriate office regarding the implications of withdrawing from a course on your eligibility.

STUDENT INFORMATION

First Name: _____ Last Name: _____ PRN: _____

UNE Email: _____ Major/Program: _____

Are you an international student? No Yes** *(**If yes, a signature from Global Education is required as withdrawals may affect visa status.)*

COURSE WITHDRAWAL DATES

- Please see the attached appendix for the withdrawal dates for all Graduate and Professional programs.

COURSE WITHDRAWAL INFORMATION (to be completed by student)

Course Reference Number (CRN): _____ Subject and Course: _____
(ex: 50245) (ex: ENG 110)

Title: _____ Instructor Name: _____
(ex: English Composition)

COURSE WITHDRAWAL APPROVAL

Student's Signature: _____ Today's Date: _____

Program/Academic Director Signature: _____ Today's Date: _____

Global Education Signature: _____ Today's Date: _____
(if applicable)

LATE WITHDRAWAL APPROVAL* (to be completed by the course instructor)

Grade Assigned by Instructor: _____

*The instructor will issue a grade of WP (withdrew passing) or WF (withdrew failing) for any late withdrawals, except students in the College of Professional Studies.

Instructor's Signature: _____ Today's Date: _____

COURSE WITHDRAWAL DATES ONLINE GRADUATE AND PROFESSIONAL PROGRAMS

College of Professional Studies (Online Graduate Programs)		
Term	Session	Last Day to Withdraw
Summer Semester 2024	A	June 9, 2024
	B	August 4, 2024
	AB (Full)	July 13, 2024
Fall Semester 2024	A	October 6, 2024
	B	December 1, 2024
	AB (Full)	November 9, 2024
Spring Semester 2025	A	February 16, 2025
	B	April 13, 2025
	AB (Full)	March 22, 2025

COURSE WITHDRAWAL DATES ON CAMPUS GRADUATE AND PROFESSIONAL PROGRAMS

Marine Sciences, Biological Science, Environment Studies and Science, Ocean Food Systems				
Term	Last Day to Withdraw without Academic Penalty			
Summer Semester 2024	July 8, 2024			
Fall Semester 2024	October 28, 2024			
Spring Semester 2025	March 28, 2025			
Athletic Training, Nurse Anesthesia, Occupational Therapy, Pharmacy, Physical Therapy				
Term	Last Day to Withdraw without Academic Penalty			
	Master of Social Work or Doctor of Pharmacy Only	Didactic	Rotation	
Summer Semester 2024	N/A	July 13, 2024	July 19, 2024	
Fall Semester 2024	August 12, 2024 (Advanced Standing)	October 28, 2024	November 13, 2024	
Spring Semester 2025	December 12, 2024 (Early Optional Electives Session I)	March 14, 2025 (PA Only)	March 22, 2025	
	January 6, 2025 (Early Optional Electives Session II)	March 28, 2025		
Physician Assistant				
Term	Last Day to Withdraw without Academic Penalty			
	Didactic	Rotation		
Summer Semester 2024	July 13, 2024	July 19, 2024		
Fall Semester 2024	October 28, 2024	November 13, 2024		
Spring Semester 2025	March 14, 2025	March 22, 2025		
Dental Medicine				
Term	Last Day to Withdraw without Academic Penalty			
	Year 1	Year 2	Year 3	Year 4
Summer Semester 2024	N/A	July 7, 2024	July 15, 2024	July 19, 2024
Fall Semester 2024	October 28, 2024		November 1, 2024	
Spring Semester 2025	March 25, 2025			
Osteopathic Medicine, Clinical Anatomy				
Term	Last Day to Withdraw without Academic Penalty			
	Year 1	Year 2	Year 3	Year 4
Fall Semester 2024	October 9, 2024		October 19, 2024	October 13, 2024
Spring Semester 2025	April 21, 2025		April 9, 2025	March 19, 2025