



## University Registrar's Office

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Phone: +66 65 878 5000

hub@cmkl.ac.th

### Course Withdrawal Request Current Semester

This form is for students requesting to withdraw from a course after the drop period, with a "W" (withdrawal) grade assigned. The purpose is to solicit advisor conversation and recommendations, while ensuring that students remain enrolled in at least 36 other units.

Graduate students who wish to withdraw from a course after the drop deadline must complete a Course Withdrawal Request form and must obtain their academic advisor's signature. The advisor will indicate whether they "endorse" or "not endorse" the withdrawal from the course on the petition, then sign and forward the petition to the University Registrar's Office. The "W" grade will appear on the student's academic record, whether the advisor endorses or does not endorse the withdrawal

#### STUDENT INFORMATION

Student ID: \_\_\_\_\_ Student Email: \_\_\_\_\_

Student Name: \_\_\_\_\_

Program: \_\_\_\_\_

Semester:  Fall \_\_\_\_\_  Spring \_\_\_\_\_

#### COURSE INFORMATION

I wish to withdraw from the following course:

Course #	Units

Reason for course withdrawal:

I will remain enrolled in at least 36 other units.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### SIGNATURES & COMMENTS

##### Advisor Recommendation

The student is withdrawing from this course and remains enrolled in 36 other units:

**with** my endorsement

**without** my endorsement

Comments: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Date: \_\_\_\_\_

#### University Registrar's Office Use Only

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_  Remains enrolled in 36 other units