



**Colorado State University – Pueblo  
CLASS WITHDRAWAL  
(Grade of “W” recorded)**

On Campus Semester \_\_\_\_\_ Year \_\_\_\_\_

Initiated by:  Student  Instructor Course Name \_\_\_\_\_

**Tuition and Fees will not be adjusted. After 60 percent of the course duration has passed, a student may not be withdrawn from that course.**

Name \_\_\_\_\_ P.I.D. # \_\_\_\_\_  
(Last) (First) (MI)

Call # \_\_\_\_\_ Dept. & Course # \_\_\_\_\_ Instructor Name: \_\_\_\_\_

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

Instructor Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Is Faculty Initiated Withdrawal Policy stated in course syllabus?  Yes  No Has student been notified?  Yes  No

Chair/Dean Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Distribution: White~Registrar’s Office Yellow~Instructor or Student Revised: 03/25/15



**Colorado State University – Pueblo  
CLASS WITHDRAWAL  
(Grade of “W” recorded)**

On Campus Semester \_\_\_\_\_ Year \_\_\_\_\_

Initiated by:  Student  Instructor Course Name \_\_\_\_\_

**Tuition and Fees will not be adjusted. After 60 percent of the course duration has passed, a student may not be withdrawn from that course.**

Name \_\_\_\_\_ P.I.D. # \_\_\_\_\_  
(Last) (First) (MI)

Call # \_\_\_\_\_ Dept. & Course # \_\_\_\_\_ Instructor Name: \_\_\_\_\_

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

Instructor Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Is Faculty Initiated Withdrawal Policy stated in course syllabus?  Yes  No Has student been notified?  Yes  No

Chair/Dean Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Distribution: White~Registrar’s Office Yellow~Instructor or Student Revised: 03/25/15



**Colorado State University – Pueblo  
CLASS WITHDRAWAL  
(Grade of “W” recorded)**

On Campus Semester \_\_\_\_\_ Year \_\_\_\_\_

Initiated by:  Student  Instructor Course Name \_\_\_\_\_

**Tuition and Fees will not be adjusted. After 60 percent of the course duration has passed, a student may not be withdrawn from that course.**

Name \_\_\_\_\_ P.I.D. # \_\_\_\_\_  
(Last) (First) (MI)

Call # \_\_\_\_\_ Dept. & Course # \_\_\_\_\_ Instructor Name: \_\_\_\_\_

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

Instructor Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Is Faculty Initiated Withdrawal Policy stated in course syllabus?  Yes  No Has student been notified?  Yes  No

Chair/Dean Signature (If Instructor Initiated) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Distribution: White~Registrar’s Office Yellow~Instructor or Student Revised: 03/25/15