

Graduate School of Management

Course Drop/Withdrawal Form

This form is to be used for manual withdrawal from class(es) (change to registration schedule after the close of late registration). As a result, the grade of "W" is applied to the student's record and the student will be subject to the Office of the Bursar Withdrawal Policy and Tuition Refund and Adjustment Schedule. The effective date is the date this form is submitted to the GSM, not the last day of class attendance.

Name (first & last) MUID

Current Address: State: Zip:

Program of Study

<input type="radio"/> GSM - MBA	<input type="radio"/> GSM - HURE
<input type="radio"/> GSM - ACCO	<input type="radio"/> GSM - Non-degree/ Temporary
<input type="radio"/> GSM - MSAE	<input type="radio"/> Other: _____

Advisor

Action:

- Withdrawal from a single course** with the grade of "W". This is applicable only if registered for more than 1 course.
- Withdrawal from all** classes
- Not Returning to Marquette University
- Anticipated return to Marquette University
- Month/Year

Course Prefix (BUAD)

<input type="radio"/> ACCO	<input type="radio"/> ENTP	<input type="radio"/> INBU	<input type="radio"/> MARK
<input type="radio"/> BUAD	<input type="radio"/> FINA	<input type="radio"/> INTE	<input type="radio"/> OSCM
<input type="radio"/> ECON	<input type="radio"/> HURE	<input type="radio"/> MANA	<input type="radio"/> REAL
<input type="radio"/> Other: _____			

Course # (6000) Section (701)

Course Title Instructor

Last date attended (LDA) class Required field. Used for official reporting. Refund rate is based on date the form is submitted, not LDA.

Notes or Comments (optional)

Student's Signature

Date

Received in GSM on: _____

Processed by: _____

Notes: _____