



Semester: Term Fall Spring Summer Year: _____

(MLS only): Jan-Mar Apr-Jun July-Sep Oct-Dec Year: _____

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|------------------------------------|------------|-------|-----|-----|----------|----------------------------|
| Last Name | First Name | | | | MI. | AU ID |
| Academic Level (1L, 2L, 3L, 4L) | PT JD | FT JD | LLM | MLS | AU Email | I Am On An F-1 or J-1 Visa |

Use Independent Study or Externship forms to register/add those courses.

| Course # / Section | Course Title | Credit Hours | Credit/Audit? | Instructor Name |
|--------------------|--------------|--------------|---------------|-----------------|
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This form should not be used to drop or withdraw from all classes nor should it be used to drop or withdraw from a student's last enrolled credits. The Drop or Withdraw From All Classes form is for those purposes. The date this form is received by the OTR will be the effective date of drop or withdrawal unless supporting documentation from the instructor is attached verifying the last date of attendance.

| Course # / Section | Course Title | Credit Hours | Credit/Audit? | Instructor Name |
|--------------------|--------------|--------------|---------------|-----------------|
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Please attach supporting documents.

I understand the AUWCL withdrawal policy and schedule, including the tuition and fees refund schedule, and any consequences as a result of withdrawing from class(es) at this date in the semester. Student

| | | |
|---|--|------|
| (Please Print) | Student Signature | Date |
| ISSS for J-1 or F-1 Students (Please Print) | ISSS Signature for J-1 or F-1 students | Date |

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- A. A “course drop” is the complete removal of a course or credits from a student’s schedule without a transcript notation.
 - B. A “course withdrawal” is the removal of a course or credits from a student’s schedule with a transcript notation of Withdraw (“W”). The course name will remain on a student’s transcript but will not factor into the credit or GPA calculation.

The ability to add, drop, or withdraw from courses with or without transcript notations is based on the time at which a student seeks to do so, as follows:

| | | | | | |
|----------------|----------------|------------------------|---|------------------------|---|
| | | | | | |
| Fall or Spring | Whole semester | End of Add/Drop Period | One week after the end of Add/Drop period | End of Add/Drop Period | 5:00p.m. Friday of the 1 st of |