



## Request for Course Withdrawal due to Work Stoppage

This form must be submitted no later than December 8, 2022.

**Name:** \_\_\_\_\_ **Student No.:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

**Program and Level:** \_\_\_\_\_

**Reason for request:** \_\_\_\_\_

Submission of this request does not guarantee approval. Upon submitting this request, it will be reviewed by an Academic Advisor

Subject and Course Code	Term	Instructor	Date and Time of Exam or Equivalent

**You must read the following important information, check each box, and sign below:**

- Requests for Withdrawal due to Work Stoppage cannot be made in courses for which the final exam (or equivalent) has been attempted or completed. This also includes courses where a final grade has been assigned (e.g. clinical courses). Such requests will be cancelled or revoked if it is determined that a student opened, attempted or completed the final exam (or equivalent).
- I cannot use this Withdrawal option for courses in which I am under investigation or for which I have been found guilty of academic dishonesty.
- I understand that if Withdrawal due to Work Stoppage is granted, I cannot re-enter this course in the same Term and/or complete the final exam (or equivalent).
- I understand misrepresentation of my academic situation may result in charges of academic dishonesty.

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

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**For office use only.**

Reviewed by Academic Advisor (Name): \_\_\_\_\_ Date: \_\_\_\_\_

- Approved
- Denied
- Alternate recommendation made – see **Notes** below.

**Notes:** \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_ Effective Date: \_\_\_\_\_