

### Course Withdrawal Check List

Name \_\_\_\_\_

I am currently registered for \_\_\_\_ hours.

After withdrawing from the selected course(s), I will be registered for \_\_\_\_ hours.

1. Will you be actively enrolled in 12 or more hours after the course withdrawal?  
 Yes  No
2. Do you need to be full-time in order to maintain insurance coverage?  
 Yes  No (Check with parents/guardians before dropping.)
3. Are you an athlete participating in any sport that requires full-time enrollment?  
 Yes  No (Check with athletic department before dropping, this may impact current or future eligibility.)
4. Have you hit any HOPE checkpoints?  
 Yes  No (If yes, you may be running out of attempted hours. Check with Financial Aid.)
5. Is the course being dropped a core course that is offered every term?  
 Yes  No (Check with the department offering the course since some courses are offered only during selected terms.)
6. Is the course being dropped an upper division course (3000 or 4000 level)?  
 Yes  No (If yes, check with the department since some courses are offered only during selected terms.)
7. Are you in Good Academic Standing?  
 Yes  No (Students on academic probation beginning Fall 2009 are restricted to 12 hours, dropping a course while on academic probation would restrict them from adding additional hours.)
8. Are you interested in transient work at another institution?  
 Yes  No (If yes, you may not be able to obtain permission for transient work, check with Enrollment Services.)
9. Are you on financial aid probation?  
 Yes  No (Students on financial aid probation are prohibited from dropping any class after August 20 for Fall 2009.)
10. Are you aware that you must handle the withdrawal through CougarNet?  
 Yes  No (Advisors will not handle any drop or withdrawal for a student. This is the student's responsibility.)

**Additional questions should be directed to the [Academic Center for Excellence](#) or to [Enrollment Services](#).**