

Faculty of Arts Collaborative Programs Course Withdrawal Request Form

You can make course changes during the course change period. This will enable you to add, swap or drop courses. If you are unsure of the drop deadline, please contact the Collaborative Office at arts.collab@ucalgary.ca

After the course change period, you can withdraw from courses until the last day of classes. This will result in a "W" notation on your transcript. Follow the steps:

- In your MyUofC Student Center, choose "Enroll" under the "Academics" heading, then choose "drop" (even though you are technically withdrawing)
- Follow the steps to remove yourself from the class.
- Once the above has been done, please complete and submit this form to arts.collab@ucalgary.ca

UofC ID *

RDC ID *

First Name *

Last Name *

UofC Email Address *

Term *

Fall

Winter

Spring

UofC Course *

Please use the abbreviated course code (i.e. ENGL 340)

RDC Course *

Have you fully Withdrawn yourself from this class in your MyUofC? *

Yes

No (If no, please do so before submitting this form)

I confirm I am aware of the result of Withdrawing from a class, as outlined below *

Yes

You will not receive a refund for course withdraws and you will receive the grade of W on your transcript. For detailed information on course withdraws see the [University Calendar](#).