WHETTEN GRADUATE CENTER | 438 WHITNEY ROAD EXTENSION, UNIT-1152, STORRS CT 06269-1152 TELEPHONE: (860) 486-3617 | FACSIMILE: (860) 486-6739 | GRAD.UCONN.EDU

Late Drop Petition

Catalog rule:

"After the first eleven weeks of a semester or the midpoint of a summer session course, students ordinarily are not allowed to drop a course. If, however, a student must drop a course because of illness or other compelling reason beyond the student's control, the student must request special permission as early as possible and well before the last day of classes. Permission to drop a course or to change from participant to auditor is granted only for good cause. All students must obtain permission from The Graduate School. Permission is granted only on the written recommendation of the major advisor or program director, which must be convincing and sufficiently specific regarding reasons beyond the control of the student. The recommendation should be accompanied by a properly completed and signed Late Drop Petition form for the course(s) to be dropped. Under no circumstances is a student at any location or in any program permitted to drop a course after the course has been completed with a permanent grade posted."

Before submitting a petition, you must complete the following checklist:

Please check off each of the item below once you have completed them. Petitions will not be accepted until all items below have been completed.

ш	I have enclosed a personal statement detailing my reasons for requesting a late drop and have
	attached it to the petition. The petition answers the following questions:
	□ Why I missed the eleven week deadline
	☐ Why I want to drop the course
	I have explained the extenuating circumstance(s) that I feel warrant an exemption from the
	deadline.
	I have specified the date(s) in which the extenuating circumstance(s) occurred.
	I have attached supporting documentation for events and dates. I understand that my petition
	will not be accepted without providing documentation. (Please note, medical documentation,
	including doctor's notes, discharge paperwork, etc., need not be submitted.)
	I have attached a written statement of support from my major advisor for this request.

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Late Drop Petition

First Name:		Las	t Name:			
Student ID:		Net	ID:			
epartment:Email Address:						
Course(s) you are requesting	to drop:					
	Department	Course	Section	Credits]	
	Department	Course	Section	Credits]	
]	
You must continue to attending will consider the will consider the will consider the will be a compliance. What will your total credits be a landerstand that pool landerstand that this from The Graduate States the will be a considered the constant that the constant that this from the Graduate States the constant that the constant tha	tact you via emanted the status (9 cred Be sure to investive for this semested or academic performation may not be school.	ou receive a dail when a decits) may affect igate the consor if you are allowed and the approved and the app	cision on your financial aid, so equences of drop commend to drop commend a reason for areason for and I should cont	petition has be ocial security be opping a course ourse/s: n exception. tinue to attend n	een made. enefits, ROTC So e. my class until I rec	cholarships, VA
Student's Signature:			Date	e:	· · · · · · · · · · · · · · · · · · ·	
	THE GRA	ADUATE S	SCHOOL U	SE ONLY		
Decision: ☐ Approved	☐ Denie	ed				
Dean:	(Print)		(Sign	ature)	Date:_	
1			(Sigir	ataroj		

PERSONAL STATEMENT

F	Please check one:		My personal statement is attached on a separate page My personal statement is written below	
	isted below are the	e reas	ons why I missed the eleven week deadline:	
□ L	isted below are the	e reas	ons why I wish to drop the course:]
			tenuating circumstances that exist, and the reason(s) that I feel a	an
E	exemption is warra	nted fr	om the deadline:	
ן ום	_isted below are the	e spec	cific dates in which the extenuating circumstances occurred:	
			9	
	_isted below are the	e spec	cific dates in which the extenuating circumstances occurred:	

Documentation:

Documentation has been attached. (Please note, medical documentation, including doctor's
notes, discharge paperwork, etc., need not be submitted.)
A written statement of support from my major advisor for this request is:
☐ Attached
☐ Has been emailed to <u>graduatedean@uconn.edu</u>

*Note: Petition to Late Drop will not be accepted without documentation or a written statement of why the extenuating circumstances does not permit documentation.

Once complete, this form, personal statement, supporting documentation, and written statement of support from the advisor should be emailed to graduatedean@uconn.edu.