

Course Withdraw/Drop or Complete Withdraw

Enrollment Services
 Taylor Building – Eagle Central
 Phone: 208-732-6250
 Email: enrollment@csi.edu

The withdraw period for courses begins after the drop period ends and lasts through 75% of the course. Withdrawing from CSI courses may affect student financial aid, academic standing and/or ability to continue in chosen major. Students are responsible for all tuition and fees associated with the withdrawn courses and will not receive a refund. Please see Enrollment Services for more information.

Name: _____ Semester/Year: _____ CSI ID#: _____

WITHDRAW/DROP COURSE LIST	
Course/Lab Number	Course Title

_____ I understand that withdrawing from courses could affect my current and future financial aid eligibility; there is no refund of charges; and I may be required to return financial aid funds received this semester.
 Initial _____

_____ I understand withdraw means I will not earn credit for the course, but it will count an attempt toward hours and repeat limits and a grade of "W" will appear on my transcript, which does not calculate in my GPA.
 Initial _____

_____	I am completely withdrawing from all courses, which have not yet had a final grade posted, for the semester indicated above. Additional form may be needed: Decline Aid Form
Initial _____	Are you planning to return to CSI? YES NO Undecided

_____ **Completion Rate:** _____ **Circle one:** Good Warning Suspension

REASON FOR WITHDRAW (check one)

Health

- Illness
- Injury
- Mental health

Personal

- Family commitments
- Work commitments
- Lack of support from family and/or friends
- Leaving for religious mission
- Leaving for military service
- Not enough time for schoolwork (time management)

Employment/Financial

- Financial issue (financial strain)
- Lack of transportation
- Lack of housing
- Lack of food
- Lack of medical care
- Problems with technology

School

- Difficulty with academic writing/referencing
- School workload greater than expected (Expected study workload)
- Poor grades (Assessment)
- Lack of support from instructors/institution
- Lack of support from staff
- Didn't feel I belonged (Negative experience)
- Books/supplies too expensive
- Tuition too expensive
- Courses don't align with career/personal goals
- Taking classes at another institution

Last Date of Attendance: _____
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Student Signature: _____ **Date:** _____

CSI Office Use Only – Indicate course/complete withdraw by circling the correct one at the top of the page. Scanning/QC'ing instructions - Course withdraw is indexed as an add/drop; Complete Withdraws, as CW.	
F.A. or E.S. Signature: _____	Date: _____