



INTERNATIONAL STUDENT DROPPING A CLASS



Return to:
MSOE Registrar's Office
1025 North Broadway
Milwaukee, WI 53202-3109
Fax: (414) 277-6914
Phone: (414) 277-7215

If you are dropping **all** of your classes, or if this is your only class, please fill out a "Withdrawal From All Classes" form instead of this form.

Name _____ Student number _____

Course _____ Section number _____

What is your visa status: F-1 Other _____

Reason for dropping this course:

- Course content too difficult
 - Teacher problem
 - Factors external to MSOE
 - Time
 - Inadequate prerequisites
 - Other
- Explain: _____

Will this drop you below full-time status (12 credits) Yes No

How many credits are you enrolled in after dropping this course? _____

Are you currently part of the Probation (transition track) program? Yes No

If yes, you must get the signature of someone in the Learning Resource Center (CC-02).

Learning Resource Center signature

Signature from international student adviser in Student Life Office _____	Date _____
Comments: _____	

I understand that tuition refunds will be based on the official drop date NOT on the date of last class attendance. The official drop date is the date that this completed form is received by the Registrar's Office. (See quarterly Timetable of Classes for refund schedule.)

I recognize the impact that dropping this course may have on my expected graduation date, courses for which this course is a prerequisite, my athletic eligibility and my financial aid package.

Student signature	Date	Instructor signature	Date	Registrar's Office signature	Date
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Office Use Only:	
Credits before	_____
Credits after	_____
Week	_____
Initial	_____

Please return completed form to the Registrar's Office (CC-365).