



RETROACTIVE WITHDRAWAL

A retroactive withdrawal is available only for extraordinary reasons as delineated below for students who were unable to complete a standard university withdrawal during the semester. An approved retroactive withdrawal will result in a student receiving a grade of “W” in all courses for the approved semester. **All requests for retroactive withdrawals must be submitted within 30 days from the last day of the final examination period for the semester in which the student was enrolled (please refer to the University’s published Academic Calendar for each semester of the academic year). Requests and additional information submitted after the deadline cannot be processed.**

STUDENT INFORMATION

Name:	Student ID:	Date:
Local Address:	City:	State: Zip:
Phone:	Email:	@spartans.nsu.edu
Major:		

Semester of Requested Withdrawal:

Fall 20 Spring 20 Summer 20

Last Date of Attendance:

Basis for Retroactive Withdrawal:

Describe, in detail, the basis and justification for the retroactive withdrawal. Appropriate and supporting documentation must be attached.

Student Signature:

Date:

Completed forms and supporting documentation may be submitted to the Dean of Students Office located in the Student Services Center, Suite 307.