SUMMER ONLY Drop/Withdrawal

UNIVERSITY OF CALIFORNIA, MERCED
5200 N. Lake Rd., Merced, CA 95343 / Phone: (209) 228-7178/ summersession.ucmerced.edu

Complete all information, sign your request, and return this form to the Students First Center by 2:00 PM on the deadline days listed below. Beginning June 11, 2013 for the first Six Week Session courses, July 9, 2013 for Eight Week Session courses, and July 20, 2013 for the second Six Week Session courses, a **$10 fee** per course charge will be assessed and a `W' notation will be assigned and appear in the place of a grade. Before considering a complete withdrawal from all summer courses, please see the refund information below. NOTE: If you also wish to withdraw from the university for the fall term, you must complete a University Cancellation/Withdrawal form.

Calendar Period	Drop/Withdraw from one course	Drop/Withdraw from all courses
Session A - Six Week Session:		
May 29-June 3, 2013	Drop online at MyRegistration. *0% fees due*	Use this form without instructor signature. *0% fees due*
June 4-June 10, 2013	Drop online at MyRegistration. *100% fees due*	Use this form without instructor signature. *100% fees due*
June 11-June 24, 2013	Use this form and obtain instructor signature. `W' notation. *No Refund*	Use this form and obtain instructor signature. `W' notation. *No Refund*
Session B - Eight Week Session:		
June 25-28, 2013	Drop online at MyRegistration. *0% fees due*	Use this form without instructor signature. *0% fees due*
June 29-July 8, 2013	Drop online at MyRegistration. *100% fees due*	Use this form without instructor signature. *100% fees due*
July 9-July 22, 2013	Use this form and obtain instructor signature. `W' notation. *No Refund*	Use this form and obtain instructor signature. `W' notation. *No Refund*
Session C - Six Week Session:		
July 9-12, 2013	Drop online at MyRegistration. *0% fees due*	Use this form without instructor signature. *0% fees due*
July 13-19, 2013	Drop online at MyRegistration. *100% fees due*	Use this form without instructor signature. *100% fees due*
July 20-August 2, 2013	Use this form and obtain instructor signature. `W' notation. *No Refund*	Use this form and obtain instructor signature. `W' notation. *No Refund*

Personal Information

UCM ID Number ☐☐☐☐☐☐☐☐☐

Last Name _____ First Name _____ M.I. _____

E-mail _____ Phone Number _____

Payment Instructions: Beginning June 11, 2013 for the first Six Week Session courses, July 9, 2013 for Eight Week Session courses, and July 20, 2013 for the second Six Week Session courses, a **$10 fee** per course needs to be paid before submitting this form.

◯ Paid at Cashiers (receipt attached) ◯ Online Confirmation # (registrar.ucmerced.edu/go/formfee)

Course Information

Reason for withdrawal: _____

Are you receiving VA benefits? ◯ No ◯ Yes If yes, you must notify your VA coordinator at UCM

Do you plan to attend another UCM Summer Session? ◯ No ◯ Yes If yes, which session? ◯ A ◯ B ◯ C

I certify that I am the above named person, the information I have provided is accurate, and I have read, understand, and accept the instruction and policies regarding my class withdrawal. I understand that I am responsible for checking my student account and paying any charges that may result from this action.

Student _____ Date _____

Instructors: A student may withdraw from your course provided 1) the student is not on special probation, 2) dropping the course would be to the educational benefit of the student, and 3) the student is not being investigated for academic dishonestly in your course.

CRN	Subject	Course	Sec	Units	Course Title	**Instructor Signature (required starting June 11 for 1st Six Week Session, July 9 for Eight Week Session, & July 20 for 2nd Six Week Session)**	Date