

# Petition to WITHDRAW From a Class after the Deadline- SPRING 2020 (only one course/lab per form)

Petitions to withdraw from a class after the deadline are accepted for review when a student has **serious and compelling reasons** that prevented them from meeting the withdraw deadline. **Documentation supporting the student’s reason and the below approvals are required. For an explanation of reasons that ARE and are NOT “serious and compelling”, please visit the** [**Office of the Registrar website**](http://registrar.sonoma.edu/enrollment-policies/withdrawals) **at** **registrar.sonoma.edu/enrollment-policies/withdrawals** .

The $20 fee for late withdrawal is **waived** for Spring 2020.

Student Information

Student Name: Click or tap here to enter text.

Student ID Number: Click or tap here to enter text.

Student Email Address: Click or tap here to enter text.

Student Phone Number:Click or tap here to enter text.

Semester (Check One): [ ] Fall

[ ] Spring

Year: 20Click to enter text.

## Course Information

Course Title: Click or tap here to enter text.

Class Number: Click or tap here to enter text.

Course Prefix: Click or tap here to enter text.

Number: Click or tap here to enter text.

Units: Click or tap here to enter text.

Lab Class Number:Click or tap here to enter text.

In the space below, please provide serious and compelling reasons why this petition should be approved (attach supporting documentation):

Click or tap here to enter text.

Supporting Documentation-Please attach supporting documentation alongside this form in your email.

Student Signature:

Instructor Email Address: Click or tap here to enter text.

Advisor or Department Chair of Major Email Address: Click or tap here to enter text.

**Please email form to** **forms.records@sonoma.edu****.**

## Recommendation From (to be filled out by Instructor and Advisor):

Instructor Signature:

Instructor School and Department:Click or tap here to enter text.

[ ] Yes, I approve the student’s withdrawal from the course

[ ] No

Instructor Comment about Participation:

Click or tap here to enter text.

Advisor or Department Chair of Major Signature:

[ ] Yes, I approve the student’s withdrawal from the course

[ ] No

For Spring 2020, the following cases will be considered on their merit by the University Standards Committee. In the context of the novel coronavirus, such circumstances may be considered “serious & compelling” but are not limited to:

* Student had a significant caretaking responsibilities for family members as a result of the community response to the coronavirus;
* Student experienced significant psychological and/or physical trauma as a result of the coronavirus;
* Student will not be able to access course materials or technology despite documented efforts to address these issues with the instructor.