



**REQUEST TO DROP A COURSE AFTER THE DEADLINE**

**To request a course be removed from your academic record, after the official drop deadline, you must:**

1. Complete this Form and Return to:	Registrar's Office Brescia University College 1285 Western Road London, Ontario Canada N6G 1H2 Fax: (519) 858.5137
2. Attach any Supporting Documentation	

*Your request will be reviewed by the Registrar's & Academic Dean's Offices in conjunction with the Business Office. Notification will be sent to you by e-mail to your Western account.*

<b>Student Name</b>			
<b>Student Number</b>			
<b>Address</b>			
<b>Telephone</b>			
<b>Western E-mail</b>	@uwo.ca		
<b>Course to be Dropped</b>	<b>Subject</b>	<b>Course Number</b>	<b>Section</b>
	<b>Instructor</b>	<b>Session</b>	<b>Class Number</b>

**Reason that the course was not dropped by the deadline (please attach a separate sheet if necessary):**

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<b>Office Use Only:</b>	
<input type="checkbox"/> Approved	Course will be dropped as of: _____ <small>DATE</small>
	Approved by: _____ <small>Registrar/Academic Dean/Designate</small>
<input type="checkbox"/> Not Approved	Reviewed by: _____

**Note: Some fees may still apply to cancelled courses**