



REQUEST FOR LATE WITHDRAWAL (LWD)

(FOR ARTS AND SCIENCE HSS/CS/FREE ELECTIVE ONLY)

Effective with the 20089 session, students pursuing a degree in the Faculty of Applied Science and Engineering may request late withdrawal for a total of 3.0 full course equivalents (FCEs) for HSS/CS/Free elective courses offered by the Faculty of Arts & Science without petition. Requests must be made to the departmental counsellor by the last day of term for the relevant course.

STUDENT NAME: _____
surname given name

STUDENT ID #: _____ ACADEMIC SESSION: _____

REQUESTED COURSE(S) : _____
example: ANT100Y1 LEC5101

DECLARATION: I understand that approval of this request means that the course(s) will remain on my permanent academic record with the notation LWD (late withdrawal). This course status will have no effect on my GPA. I further understand that courses listed as LWD do not result in any reversal or refund of tuition charges and may result in a reduced course load which may cause me to be ineligible for scholarships and the Dean's Honour List; as well, it may affect my ability to graduate with honours.

Signature: _____ Date: _____

Date Student Initiated Contact: _____

FOR OFFICE USE: COUNSELLING NOTES

Current number of LWDs on academic record: _____

Reason for LWD request: _____ Notes: _____

☐academic _____
☐medical _____
☐personal _____
☐other _____

☐Approved _____ Date: _____
adviser signature

☐Processed LWD on ROSI _____ Date: _____

FCE LWDs available for future: _____

NOTICE ABOUT PRIVACY

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At all times it will be protected in accordance with the *Freedom of Information and Protection of Privacy Act*.

If you have questions, please refer to www.utoronto.ca/privacy or contact the University's Freedom of Information and Protection of Privacy Office at 416-946-5385. Address: Room 201, McMurrich Bldg., 12 Queen's Park Crescent, Toronto, ON, M5S 1A1.