



Course Withdrawal Form

College of Information and Cyberspace
National Defense University
Fort Lesley J. McNair, Washington D.C. 20319-5066

Course Withdrawal Form — Instructions

The Course Withdrawal Form is to be used by students who seek to withdraw from a course during the course withdrawal period of a term. The form must have the signature of the student’s academic advisor in order to be processed.

Students can use the Course Withdrawal Form on or after the Course Start Date (CSD) but before 25 percent of the course is completed. Note: Capstone withdrawal period is on or after the Course Start Date until the Monday of the 9th week.

This form cannot be used to withdraw from a course after 25 percent of the course is completed.

Students must obtain the signature of the course instructor as well as their academic advisor, and turn the completed form into the CIC Office of Student Services (CICOSS@ndu.edu).

Requirements for Continued Enrollment: Students enrolled at the NDU CIC must maintain satisfactory progress by completing at least one course every 12 months and maintaining a 3.0 cumulative GPA

First Name

M.I.

Last Name

Email Address

Academic Term/Year

Request to Withdraw from the Following Courses:

Course Abbreviation	Course Number	Section

Student Signature:

Date:

Professor Signature

Date:

Advisor Signature

Date:

CIC Office of Student Services Use Only

Processed by:

Date: