

December 2019

SARAH LAWRENCE COLLEGE  
SECOND SEMESTER  
**YEAR COURSE DROP FORM**  
Monday, Dec. 9 through Wednesday, Dec. 18

ID# \_\_\_\_\_

Don \_\_\_\_\_ Name \_\_\_\_\_  
Last First

Please circle your academic level: FY, SO, JR, SR, Graduate

**TO DROP COURSES:** Please list in the spaces below any YEAR (Y) courses you wish to DROP.

- Please review with the teacher the requirements you must complete in order to earn full credit for fall semester.
- Students are **not** permitted to drop First Year Studies classes.
- Forms will not be accepted without signatures.
- Forms must be submitted **in person** to the registrar's staff.
- Please **DO NOT** list fall semester courses *or* the components of a creative arts program in this space.

<u>Course#</u>	<u>Course Title</u>	<u>Teacher's Signature (REQUIRED)</u>
____ - ____ - ____ - ____		
____ - ____ - ____ - ____		
____ - ____ - ____ - ____		

Year course drop forms must be submitted in person to the Registrar's Office, Westlands 2<sup>nd</sup> Floor, from:  
**Monday, December 9 through Wednesday, December 18.**

**FORMS ARE DUE IN THE REGISTRAR'S OFFICE *NO LATER THAN:***  
**WEDNESDAY, DECEMBER 18, 2019 by 4:00 PM**

Students who wish to drop year long courses after December 18 must wait until the spring add/drop period (Monday, 1/27 – Friday, 2/7/20), and will not be able to replace the course during spring 1<sup>st</sup> round or alternate registration.

Don's Signature \_\_\_\_\_ Student's Signature \_\_\_\_\_  
[or Graduate (Required)  
Program Director]

PLEASE USE BACK OF FORM FOR FACULTY, DON, OR STUDENT COMMENT