

**DROP/ADD/WITHDRAW FOR CURRENT SEMESTER AFTER THE PUBLISHED DEADLINE  
 (BUT BEFORE THE LAST DAY OF CLASSES)**

Name: \_\_\_\_\_ UF ID#: \_\_\_\_\_ Email: \_\_\_\_\_@ufl.edu

Date: \_\_\_\_\_ Student Signature\*: \_\_\_\_\_

(\*Your signature on this form indicates you understand that submitting false or misleading materials violates the Student Honor Code, 6C1-4.017. Violators of the Student Honor Code will be reported to the Office of Student Conduct & Conflict Resolution.)

Select ONE	COMPLETE APPROPRIATE SECTION:	TO HAVE YOUR PETITION REVIEWED, YOU MUST:
<b>A</b>	Petition to drop the following course(s) from the Current term after deadline:  1. course #: _____ section #: _____ 2. course #: _____ section #: _____ 3. course #: _____ section #: _____	<ol style="list-style-type: none"> <li>1. Submit on or before the last day of classes.</li> <li>2. Include personal statement explaining your circumstances and why you were unable to drop by the published deadline.</li> <li>3. Attach <a href="#">instructor recommendation form</a> for each course you are petitioning to drop.</li> <li>4. Include documentation of the extenuating circumstance that prevents you from completing the course(s).</li> </ol> <p><b>NOTE: If your personal statement and documentation does not clearly justify why you missed the original deadline to drop/withdraw, your petition will more than likely be denied. You should continue attending the course(s) until you know the results of your petition.</b></p>
<b>B</b>	Petition to add the following course(s) For the current term after the deadline:  1. course #: _____ section #: _____ credit: _____ 2. course #: _____ section #: _____ credit: _____ 3. course #: _____ section #: _____ credit: _____	<ol style="list-style-type: none"> <li>1. Submit on or before the last day of classes.</li> <li>2. Include personal statement explaining why you did not add the course(s) by the published deadline.</li> <li>3. Meet with department representative of the course(s) for department permission to late add.</li> <li>4. Include an <a href="#">instructor recommendation form</a> for each course listed.</li> <li>5. Include documentation of the extenuating circumstance that prevented you from adding the course(s) before the deadline.</li> </ol>
<b>C</b>	Petition to withdraw from all courses after the deadline:  TERM: _____	<ol style="list-style-type: none"> <li>1. Submit on or before the last day of classes.</li> <li>2. Include personal statement explaining your circumstances and why you were unable to withdraw by the published deadline.</li> <li>3. Include <a href="#">instructor recommendation forms</a> for each of your courses.</li> <li>4. Include documentation of the extenuating circumstance that prevents you from completing the semester.</li> </ol>

**You may submit this form to our forms [Dropbox here](#). Please note that this petition is due at 3 PM on the last day of courses. The college is not able to process any adds or drops after the last day of classes.**