



Course Withdrawal Form

Criteria and Instructions: After the Drop/Add period, students can withdraw from courses with the “W” designation on their transcript until the last day of graduate classes in the current semester. To withdraw, please complete this form and obtain original signatures of both the instructor of the course and the DGS of your department. You must deliver this completed form on or before the last day of graduate classes to:

Coordinator of Student Records, Duke University Graduate School
2127 Campus Drive, Box 90068, Durham, NC 27708

Name of Student: _____
(Please Print)

Student ID: _____
(Please use Student ID, not Duke Unique ID. The Student ID can be found in Duke Hub)

Student's Department: _____

Course to be dropped: _____
(Please include course number and section)

Current term and year: _____

Approval Signatures:

Instructor Print Name Instructor's signature

Student signature Date

Director of Graduate Studies' Name Director of Graduate Studies' signature
(from the student's home department)

Graduate School authorized signature

Updated 9-5-2017