

Joliet Junior College

Dual Credit Instructor Initiated Withdrawal Form

TO: OfficeofDualCredit@jjc.edu

Please withdraw the student(s) listed below from my class _____
Course name Section#

Last Name	First Name	JJC Student ID # or Social Security #	Reason For Withdrawal

Possible Reasons for student withdrawal:

- a. Lack of attendance
- b. Poor academic performance
- c. Student can no longer complete course requirements in the prescribed time.
- d. Other (please list) _____

***Note: Student code of conduct violations should be referred to the Dean of Students for judicial action. Decisions to remove students from the course for behavioral reasons should be done with the involvement of the Vice President of Academic Affairs or the Vice President of Student Development.*

Instructor's Signature

Date