

Non-Degree Course Withdrawal Form

A student enrolled in a non-degree, short-term training course who finds it necessary to withdraw must initiate the withdrawal process by completing the Non-Degree Course Withdrawal Form.

Student Name

Student ID

Course Title

Course Section # (Ex. 123456)

Instructor/Administrator Signature

Last Date of Attendance

Student Signature

Date

WORKFORCE DEVELOPMENT WITHDRAWAL POLICY

- Instructor/Administrator Signature must be included before submitting to the Workforce Registrar.
- Email the completed form to the Continuing Education Registrar cerestrar@waketech.edu
- A student who requests to be withdrawn after the census date, is not entitled to a refund. The student will be withdrawn and receive a “W” grade.