

# Faculty Initiated Drop Form

Year \_\_\_\_\_ Circle Term: Spring Summer Fall

Student Number	Last Name	First Name	Middle Name
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			

This form allows a faculty member to drop a student for non-attendance in a class where a student has not attended **ONE** of the first two class sessions for courses that meet more than once a week **OR** the first session of a course that meets once a week.

**This form must be completed by the faculty member teaching the course and brought to the BroncoWeb Help Center A110 within the first 5 days of the session to be valid.**

Class Number	Subject	Catalog No.	Section No	Course Title	Credits
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>					
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>					

## Dates of Non-Attendance

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please Sign Below and Hand Deliver to A110

\_\_\_\_\_ ext. \_\_\_\_\_ Day/Month/Year

Faculty Signature

ext.

Day/Month/Year

**Registrar's Office Use Only**



# Faculty Initiated Drop Form

Year 2005 Circle Term: Spring Summer **Fall**

Student Number	Last Name	First Name	Middle Name
1 1 1 1 1 1 1 1 1	Bronco	Buster	

This form allows a faculty member to drop a student for non-attendance in a class where a student has not attended ONE of the first two class sessions for courses that meet more than once a week OR the first session of a course that meets once a week.

**This form must be completed by the faculty member teaching the course and brought to the BroncoWeb Help Center A110 within the first 5 days of the session to be valid.**

Class Number	Subject	Catalog No.	Section No	Course Title	Credits
1 2 3 4 5	MATH	130	001		

Dates of Non-Attendance

**Instructor must fill in dates of Non-Attendance**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please Sign Below and Hand Deliver to A110

Registrar's Office Use Only

**Required**

\_\_\_\_\_ Faculty Signature \_\_\_\_\_ est. \_\_\_\_\_ Day/Month/Year