

Student Drop Form

Name _____ Student ID. No. _____

The deadlines to drop classes are posted on the WEB, in the class schedule, and on the Student Class Program (Web Schedule Bill).

For convenience, students are encouraged to drop using their MyGWC.

If you are not able to drop by logging in to your MyGWC, you may do so by mail. **Withdrawal requests submitted by mail must be postmarked by the appropriate stated deadlines.** Students are responsible for verifying that their withdrawal has been received in the Admissions Office by the deadline in order to avoid fee obligation and grade penalties.

DROPS ONLY

Please provide the information requested below. Drop forms received without student signature will not be processed.

CRN	Course Title	CRN	Course Title
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SIGNATURE OF STUDENT _____ Date _____

Mail to:

Golden West College, Office of Admissions & Records, 15744 Golden West Street, Huntington Beach CA 92647

Or

FAX:

714.895.8960

If faxing, make sure you print and save a copy of the “sent confirmation” from your fax machine.