Southwest Baptist UNIVERSITY | Dual Credit

Dual Credit Course Withdrawal Form - Onsite

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Student ID: _____ High School: _____

SBU Course # and Name of Course: _____

Reason for withdrawal: _____

This form will serve as official withdrawal notice when received by the Director of Dual Credit. The postmark or email date will be used as the official withdrawal date.

Deadline for dropping classes because of a failing grade or not meeting the ACT requirement:*

- Fall class, December 15
- Year classes, April 15
- Spring classes, April 15

(You will receive a refund minus your deposit if the withdrawal form is postmarked by deadline)

Please fill out a withdrawal form and send to:

David Marsch
Southwest Baptist University
1600 University Avenue
Bolivar, MO 65613

**Note: If your class (English or Math) requires a certain ACT score, please arrange to take the ACT in time to receive the score before the withdrawal deadline.*

- Deposit for a 3 hour class/$60.00
- Deposit for a 4 hour class/$80.00
- Deposit for a 5 hour class/$100.00

Parent/Guardian Signature: _____ Date: _____

Principal/Dual Credit Coordinator Signature: _____ Date: _____

David Marsch, Director of Dual Credit | Southwest Baptist University | 1600 University Ave., Bolivar, MO 65613
Phone (417) 328-1599 | Fax (417) 328-1612 | E-mail: dmarsch@sbuniv.edu