INSTRUCTOR’S FORM

TO: CCAS SCHOLASTIC STANDING COMMITTEE – RUTGERS, CAMDEN CAMPUS

PART I. TO BE COMPLETED BY THE STUDENT

DATE: __________

STUDENT’S NAME: ___________________________ RU ID#: ______________

SCHOOL #: _____ 50 – College of Arts & Sciences or ____ 64 – University College

NAME OF COURSE SCHOOL # SUBJECT # COURSE # SECTION #

________________________________________________________________________

NAME OF INSTRUCTOR: ___________________________ SEMESTER: ______

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PART II. TO BE COMPLETED BY THE INSTRUCTOR AND RETURNED WITHIN FIVE (5) DAYS TO THE SCHOLASTIC STANDING COMMITTEE, ACADEMIC ADVISING OFFICE, 311 COOPER ST. CAMDEN NJ 08102

The above student is petitioning the Scholastic Standing Committee to retroactively withdraw from the above course. Your comments will aid the Committee in making a decision.

1. The student attended class:
   (a) _____ regularly
   (b) _____ irregularly throughout the semester
   (c) _____ irregularly only in the recent past
   (d) _____ rarely or not at all
   (e) _____ if stopped attending, last date of attendance ____________________

2. As of the present, the student has completed all course work required. Yes ___ No ___

3. On the basis of the student’s work, the student’s grade as of this date is __________

4. In your opinion, why do you think the student is petitioning to withdraw after the deadline?

________________________________________________________________________

________________________________________________________________________

5. Please add any additional comments and/or information that you believe can help the Committee reach an objective decision. Thank you.

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INSTRUCTOR’S SIGNATURE: ___________________________ DATE: __________