



Dean of Students Office  
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### 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?

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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: \_\_\_\_\_