

**SOUTH GEORGIA COLLEGE
REQUEST FOR HARDSHIP WITHDRAWAL**

The South Georgia College *General Catalog* defines a hardship withdrawal as a non-academic circumstance which prevents a student from successfully completing a course. A hardship ordinarily applies to *all* courses undertaken in a particular term; however, SGC treats each hardship request as a unique case. A student must be passing a course at the time of the hardship request in order to receive a hardship “W” for the course.

To request a hardship withdrawal, please submit the information requested below. Return the completed form to the Office of the Vice President for Student Affairs. That office seeks to confirm the nature of the hardship, compile appropriate documentation supporting the request, and check on each class to verify a passing grade.

Please note that withdrawing from 1 or more courses could have adverse consequences that include delayed graduation, the loss of eligibility for sports or other activities, and the loss or reduction of scholarships and financial aid.

Student’s Name: _____

Student’s Identification Number: 928 - _____ Term: _____
(List Semester and Year)

Course Prefix (example: ENGL)	Course Number (example: 1101)	Course instructor (eg: Dr. Sams)

Justification for this request:

Signature of Student: _____ Date: _____

Approval of Vice President for Student Success: _____ Date: _____

Processed by: _____ Date: _____