

Tech Prep Student Withdrawal Form

2009-2010

Students who are not receiving a letter grade of "A" or "B" will need to be dropped from their class. It is the instructor's responsibility to fill out the student name, the class title (i.e. Intro to Allied Health), class number (i.e. AHLTH 130 TPL 1), school (i.e. Lewiston) and the term (i.e. FA2007) withdrawing from the class. Use one form for each student. All students listed on this form will be receiving a "W" on their transcript which stands for withdrawal. Students receiving a letter grade of "A" or "B" need to be on-line graded through LCSC's WarriorWeb. **IMPORTANT:** Leave the final grade blank on WarriorWeb if the student has not received an "A" or "B" for the class. No mid-term grading is required by LCSC of the high school Tech Prep faculty.

All Tech Prep Student Withdraw Forms are due to the Tech Prep office via fax (208-792-2568) or standard mail (500 8th Ave., Lewiston, ID 83501) by **1-29-2010 for FALL SEMESTER** and **6-11-2010 for SPRING SEMESTER**. *Note: Some classes are year-long and grading and withdrawing will not occur until academic year-end. See www.lcsc.edu/techprep for your high school's articulated Lewis-Clark State College course information.*

Student Name	LCSC ID	Class Title	Class Number	School	Term

NOTE: The LCSC ID can be found next to the students name on the WarriorWeb.

The following signature certifies that above information is true and accurate to the best of your knowledge.

Instructor Signature

Date

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