



## Participant Relationship Section

# Course Withdrawal

### Condition:

- ❖ You may apply for course withdrawal by the end of 12<sup>th</sup> week from the start of classes
- ❖ You may check course withdrawal dates on academic calendar
- ❖ Participant will be awarded 'W' in that particular course(s) in the transcript. However, the GPA/CGPA shall not be affected

### 1: Fill course withdrawal Form

#### Requirements:

- ❖ Fill course withdrawal form
- ❖ Course title & course code should be right
- ❖ Get approval from teacher
- ❖ Get approval from advisor
- ❖ Get approval from CoD



### 2: Submit Application to PRS Help Desk

#### Requirements:

Duly filled course withdrawal form