



**Request to Continue Nursing Program
Due to Course Withdrawal or Course Failure
OR
(Notice of Intent to Change Major or WD GSW)**

Instructions: Submit the completed Request Form to the Nursing Advisor for the School of Nursing in person or via email attachment.

Print name in full _____ Date _____
 Signature _____ GSW ID# _____
 GSW email _____ Home email _____

Reason for request (check all that apply):

I prefer to continue through the extended track progression: _____

Course withdrawal: _____ Course: _____ Semester: _____

Course failure: _____ Course: _____ Semester: _____

I have decided to change my major: _____ I must withdraw from GSW: _____
 Reason: _____ Financial reasons: _____
 _____ Personal reasons: _____
 _____ Other: _____

I am making the request **to resume studies** in the following courses the **semester they are offered**:

	COURSE	Explanation
FALL SEMESTER		
SUMMER SEMESTER		
SPRING SEMESTER		

I understand the following:

- Interruption places me out of sequence in the program;
- Progression is contingent upon my eligibility to continue in the nursing program per program policies, space availability in classes or clinicals needed, and time frame for program completion;
- Permission may be denied due to any of the contingency factors;
- I will be required to demonstrate previously mastered material and competency in previously learned skills per School of Nursing Student Handbook. **Student is required to contact Nursing Professor to schedule a Skills Competency Checkoff before the semester begins.**
- I will not be given priority placement over students who are progressing on track in the program;
- I am required to adhere to the progression policies set by the School of Nursing;
- I may not receive final permission or denial of my request until the first day of the class(es) which I am requesting permission to take.

Signature of Advisor: _____ **Date Review of Form:** _____

APPROVED FOR EXTENDED TRACK: _____ **Notification: Chair** _____ **Lab Faculty** _____

Student Services Coordinator _____