

UNIVERSITY OF HOUSTON

INSTRUCTOR INITIATED DROP FORM

STUDENT DEMOGRAPHIC DATA
USE A SEPARATE FORM FOR EACH DROP
- Form To Be Used After ORD -
Submit completed form to Room 102 E. Cullen

Last Name:

First Name:

Student ID:

TERM

Semester: ☐ Spring ☐ Summer ☐ Fall Year:

COURSE

Subject: Catalog Number: Class Number:

INSTRUCTIONS

- Use a separate form for each student to be dropped.
- Use this form for drops after the Official Reporting Date (ORD). See Academic Calendar at www.uh.edu/academics for specific date.
- Use a No. 2 pencil or a black ink pen only.
- You are responsible for the accuracy of information entered on this form. The effective date is the date the completed form is processed by RAR but no later than the last day to drop with a grade of W.

INSTRUCTOR SIGNATURE

Instructor Signature (REQUIRED): _____

Date:

"State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and (3) under sections 559.004 of the Government Code, you are entitled to have the university correct information about you that is incorrect."