If you actually attended at least one course after the unofficial withdrawal date, you may request that instructor to document your last date of attendance with the Office of the Registrar. Both you and the instructor need to sign, date and return this form with the required information to the Office of the Registrar. The Registrar will notify Financial Aid and the amount you owe may be recalculated.

**Term** | **Subj/Crse/Sec #** | **USF Class Schedule** (Start Date) | **USF Class Schedule** (End Date) | **Last Date Attended** (Cannot be later than the end date)
---|---|---|---|---
(Ex. Fall 2003) | | ___ / ___ / ___ | ___ / ___ / ___ | ___ / ___ / ___

Date: ___ / ___ / ___
Instructor's Name: __________________________________________________________
Instructor's Signature: _____________________________________________________
Department: _______________________________________________________________
Phone Number: ( _______ ) _______ - ___________
E-mail Address: ____________________________________________________________

**WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

**CERTIFICATION STATEMENT**

By signing this form, I certify that all the information reported to qualify for federal student aid is complete and correct.

Student's Signature: ___________________________________ Date: ___ / ___ / ___