**HONORS COLLEGE**

**“SIT OUT” REQUEST FORM**

**For Fall/Spring Semester, 2021**

***All Honors students who are not enrolled in an Honors course in a particular semester are required to register their names with the Dean prior to the first day of the semester in which they plan to sit out. Students may not sit out within the first three semesters of their entrance into the Clarke Honors College, and students may sit out no more than two semesters before being placed on probation. After that time, the Honors Committee may vote to remove them from the Clarke Honors College. Students who have fulfilled all requirements for graduating from the Honors College are exempt from this provision.***

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anticipated semester and year of graduation: Fall/Spring (circle One) Year:

\_\_\_I have completed all of my Honors requirements.

OR-

\_\_\_I will be studying abroad and have completed a ***Study Abroad/Request for***

 ***Substitution/Waiver*** form.

OR-

\_\_\_I will be doing an approved internship and have completed an ***Internship***

 ***Application.***

OR-

\_\_ I will not be enrolled in Honors courses this semester for the reason(s) listed below. Please include how you intend to stay engaged in the Clarke Honors College when you are not enrolled in honors courses.

Justification:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature of Student Date

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Signature of Honors Dean Date

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Date Filed in SPR