



# WITHDRAWAL FORM

**DIRECTIONS:**  
 Complete items 1-16 and print out or save a copy of the form for your records. **Submit the form to Financial Aid for approval then take to Admissions and Records on your campus.** The date received by the Admissions & Records office is the official date of withdrawal.

1. Semester/Year: \_\_\_\_\_ 2. Student ID: \_\_\_\_\_ 3. Phone: \_\_\_\_\_

4. Last Name: \_\_\_\_\_ 5. First Name: \_\_\_\_\_

6. Street Address: \_\_\_\_\_ 7. City: \_\_\_\_\_ 8. State: \_\_\_\_\_ 9. Zip: \_\_\_\_\_

10. Select one:  Withdrawal from all courses  Withdrawal from one or more courses

11. List course information below:

Instructor's Name	CRN	Course Abbreviation & Number	Credit Hours	For Office Use Only	
				Grade (W or WF)	Last Date of Attendance

12. Are you receiving Veterans?:  Yes  No Financial Aid?  Yes  No

13. Are you an international student on an (F-1/M-1) visa?  Yes  No If yes, please see international student advisor (ISA)

\_\_\_\_\_  
 ISA Signature

14. Reason for withdrawal: \_\_\_\_\_

OFFICE USE ONLY:
_____ Withdrawal Code
_____ Initials
_____ Entry Date

15. Date: \_\_\_\_\_ 16. Student Signature: \_\_\_\_\_

\_\_\_\_\_  
 Financial Aid Advisor Signature Date