



OFFICIAL WITHDRAWAL FORM

(Drop **All** Classes)

INSTRUCTIONS: To initiate a withdrawal from UVSC, fill out this form completely and return it to the Registration/ Records Window in the Administration Building. **If you have received any federal financial aid this semester, take this form to the Student Financial Assistance Office, AD 103, for advising** (before submitting to Registration).

Please Print Clearly:

Name: _____ Social Security Number: _____

Term: _____ Year: _____ Telephone Number: _____

Mailing Address:

Street City State Zip

Will you be returning to UVSC? yes no If so, when? Fall Spring Summer Year: _____

Are you receiving Veterans Educational Benefits? yes no

Reason for Withdrawal:

- Illness Marriage Financial Transferring to another school
- Moving Employment Dissatisfied with Program
- Other: _____

IF A FINANCIAL AID RECIPIENT, COMPLETE THE FOLLOWING:

Proof of Attendance: Unless you provide proof of attendance, you will be required to immediately repay all federal funds. Please have one of your instructors sign below:

Student attended at least one class, turned in an assignment, or took a test, during the semester.

Instructor's Signature

Date

I certify that I must repay any unpaid accounts, including loans to UVSC. I confirm that I will be responsible for repaying any federal financial aid to the Department of Education that I am not entitled to keep as a result of this withdrawal.

Student's Signature: _____ Date: _____

Withdrawal Exception: Employment Medical Other: _____

Department Chair's Signature: _____ Date: _____

Department Approval Stamp: _____

Office Use Only:

Processed by: _____

Date: _____

110 Update