



Official Withdrawal Form

Student Name		Date
Student Number	Classification (Freshman, Sophomore, etc)	Last date of attendance
Telephone Number		Email
Forwarding Mailing Address		

Yes No

Do you plan on returning to NAU?	<input type="checkbox"/>	<input type="checkbox"/>	If you plan on returning, when do you plan to return?	
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What is your reason for withdrawing?			
	Health Reasons		Visa Issues
	Military		Personal Issues
	Lack of transportation		Financial Difficulties
	Received a job offer outside my area of study		Other: (please elaborate below)
	Received a job offer within my area of study		
Transferring to another institution (select reason for transferring below)			
	Financial		Relocation
	Personal Issues		Changing to a Major not offered at NAU
	Dissatisfied with NAU (please elaborate below)		Other: (please elaborate below)

It is highly encouraged that students visit their advisors, the Financial Aid office and the Bursar office prior to withdrawal. Students should make note of the following:

STUDENTS RECEIVING FINANCIAL AID – Students who withdrawal from classes may owe financial aid back to the University based on federal regulations that require a refund calculation to determine the Federal Title IV Funds earned. Any future financial aid may be canceled. If a student withdraws prior to the Official Reporting Day of a term, all state and institutional aid will be canceled and the student will owe this to the University. Withdrawing from classes impacts Satisfactory Academic Progress standing and may cause a student to lose future financial aid eligibility. Students receiving a University scholarship may lose scholarship eligibility.

INTERNATIONAL STUDENTS HOLDING F-1 OR J-1 STUDENT VISAS – Federal regulations require students who received visas to study at the University to fulfill certain obligations and that by withdrawing from school, a student’s visa status may be in jeopardy. All F-1 and J-1 students should speak with the ISO prior to withdrawing.

STUDENT HOUSING – Students who withdraw from the University are not automatically relieved of financial obligations to the Housing Department. All students residing in housing should consult their housing contract prior to withdrawing.

MEAL PLANS – Students who withdraw from the University are not automatically relieved of financial obligations in regards to their Meal Plan. All students who are currently signed up for a meal plan should consult their meal plan agreement prior to withdrawing.

THE UNIVERSITY DOES NOT ASSUME RESPONSIBILITY FOR LOST OR REDUCED REFUNDS, LOSS OF FINANCIAL AID OR OTHER ENTITLEMENTS IF YOU FAIL TO SEEK ADVISMENT FROM THE APPROPRIATE OFFICES.

I, the undersigned, understand that a withdrawal from classes may have various academic implications including my degree plan, course requirements, prerequisites and other college policies. For more information, I will consult with my academic advisor directly.

I understand that I may have an outstanding balance which, if unpaid will prevent me from future enrollment, ordering transcripts or utilizing other university services until paid in full. I understand that additional fees may be applied to any unpaid balance.

I further understand that my withdrawal from all classes is effective the date this form is processed and my partial refund, if any, will be calculated based on that effective date and in accordance with the published refund schedule. Any forms faxed outside business hours, during weekends or holidays will be processed and effective the next business day.

I further understand that I am dropping ALL classes and withdrawing from the University.

Student Signature	Date
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