

*By completing this form, you are effectively severing your relationship with Drexel University.*

Effective Term/Year of Withdrawal: \_\_\_\_\_/\_\_\_\_\_

University ID number \_\_\_\_\_ Date of Birth \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Classifications (Select *all* that apply):

\_\_\_\_\_ Quarter \_\_\_\_\_ Semester \_\_\_\_\_ International Student

\_\_\_\_\_  
Printed Name of Student

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Date

1. Signature of Academic Advisor/Program Director \_\_\_\_\_ Date \_\_\_\_\_

2. Signature of International Students and Scholars Office \_\_\_\_\_ Date \_\_\_\_\_  
*If applicable*

3. Signature of Drexel Central Representative \_\_\_\_\_ Date \_\_\_\_\_

4. Signature of the Graduate College \_\_\_\_\_ Date \_\_\_\_\_

### **Withdrawal Process**

#### ***Purpose***

Students use this form to formally withdraw from the institution, effectively severing their relationship with Drexel University.

#### ***Procedures***

Students indicate the effective date for their withdrawal. Students must then meet with their academic advisor to inform the academic advisor and obtain their signature. International students are required to inform a representative of the International Students and Scholars Services of their decision to leave the institution and secure a signature. Students must finally meet with a Drexel Central representative to discuss the financial aid implications of leaving the university.

The Withdrawal Form with appropriate signatures must then be submitted to the Graduate College for processing. Students who return from a withdrawal from the University must complete an Application for Readmission if they intend to continue graduate study at Drexel. Please note that students who withdrew from the institution and who were not in classes for four consecutive terms or more will be subject to any increases in tuition/billing schedules.

#### **For OUR Use Only**

Processed by \_\_\_\_\_

Date \_\_\_\_\_