

Course Withdrawal Form

Enrolled On Campus Off Campus Distance Learning

Name: _____ Email: _____

I am withdrawing from the following course(s):

Course Name: _____ Course Name: _____

Course Name: _____ Course Name: _____

Please give the reason for your withdrawal below:

- I wish to leave any remaining balance on my account.
- I wish to request a refund.

**Refunds are assessed from the date a completed withdrawal form is submitted to the Registrar office and according to the refund schedule.
Refunds are only by check and may take two – three weeks to process.**

Refund payable to: _____

Address check is to be mailed to: _____

City: _____

State: _____

Zip Code: _____

Phone number: _____

