

University Withdrawal

3.46

There are several reasons why you might choose to withdraw from the University. You may plan to:

3.46.1.1 Transfer to another institution.

3.46.1.2 Leave the University without a definite plan to return.

3.46.1.3 Take a break in your studies

3.46.2 Withdrawal Guide

Use the following list as a guide to help you through the withdrawal process. Note that not all items may apply to your situation.

3.46.2.1 Before you withdraw or drop your classes, speak with your advisor.

3.46.2.2 If you are withdrawing, cancel your enrollment.

3.46.2.3 Check with the Finance Department to clear all your outstanding balance

3.46.2.4 Return any materials on loan from the University.

3.46.2.5 If you are transferring to another institution, send official transcripts to your new school.

3.46.2.6 File for Complete Clearance Form through the University [e-Form](#) system.