

University of Kansas Lawrence & Edwards Campus Semester and/or University Withdrawal Form

(Submit form to 151 Strong or the Edwards Campus Regents Center Building Reception Desk)

Last Name	First	М	Student ID #	School	Undergraduate Graduate	Contact Phone ()
						Contact Email:
1). I have discussed my	situation with my acade	mic advisor.	□Yes □No	NOTE: You are strongly	encouraged to discuss with	drawals with your academic advisor.
	aw you from any future	enrollments yo	nich you are enrolled but you may have at this time Summer 20		ly. Withdrawal from the c	urrent semester does NOT future semesters
3) Do you plan to return	n to the University of Ka	ansas?	Yes in the (Great! We look forward to you	semester of 20 r return. See back for readmissio	□ No, I do	not plan to return
4) Please help us become-mail.	ne a better University by	telling us why	you are leaving. This inf	Formation will be used for s	statistical purposes only u	nless you specifically request a call or
☐ Employment	☐ Financial R	easons \Box	Grades Medica	Other:		
5) I would like to discu	ss my situation in greate	er detail with so	omeone. Please call me:	Yes No. Please e-m	nail me: 🗌 Yes 🗎 No	
6) I accept all responsib	oility for these actions.		Student's signature		Date	_
7) Dean's Approval req	uired unless you are wi					pproval for both schools is required.
Dean's Approval Dat	te:		Dean's Effective Date:		_	Dean's Stamp/Signature
				DEAN'S APPROVAL D RAW, WHICHEVER CO	,	

*NOTE: Students who wish to withdraw after the last day to withdraw for the semester and who have a documented medical reason or special circumstances to request a withdrawal, contact your school or college for information concerning the exception process.

Some Useful Information About Withdrawing (and Returning) to the University of Kansas

If it is after the first day of classes and you wish to petition for a tuition refund due to your situation, select the fee petition link at www.registrar.ku.edu.

- Make sure you have contacted all necessary groups/offices. See the checklist at www.registrar.ku.edu/withdraw/.
- ➤ If you withdraw on or after the first day of classes (excluding the summer term) you will have an enrollment appointment assigned during enrollment for the following semester. If you withdraw (cancel your enrollment) prior to the first day of classes, (excluding the summer term) you will not have an enrollment appointment assigned and you will need to apply for readmission. Please make plans to see your academic advisor **before** your enrollment appointment. Enrollment appointments can be viewed in Enroll & Pay at your student center at https://sa.ku.edu/psp/saku/?cmd=login. For questions or problems with your enrollment appointment, contact the Office of the University Registrar, 151 Strong Hall, (785) 864-4423, kuregistrar@ku.edu or visit the Edwards Campus Regents Center Building Reception Desk.

Fall Main Enrollment: March/April Summer Main Enrollment: March/April Spring Main Enrollment: October/November

➤ If you are not enrolled for a semester or more (excluding summer), you must apply for readmission. For information about the application deadlines and process contact:

Undergraduate International Students: International Student & Scholar Offices, 2 Strong Hall, (785) 864-3617 http://www2.ku.edu/~issfacts/ Undergraduate Domestic Students: Office of Admissions and Scholarships, Visitor Center, (785) 864-3911, www.admissions.ku.edu/ Graduate Students: Graduate Application Processing Center, http://www.graduate.ku.edu/apply/

We hope circumstances will bring you back to KU!