**NOTIFICATION OF CANCELLATION/WITHDRAWAL FORM**

**Full Name:** Click here to enter text.

LAST FIRST MIDDLE

**Date:** Click here to enter text.

**NetID:** Click here to enter text. **College/School** Click here to enter text.

**Mailing address:** Click here to enter text.

Number Street City State Zip

**Email (non-Creighton):** Click here to enter text. **Phone Number:** Click here to enter text.

*Complete the appropriate section(s) below.*

**CANCELLATION.** *A CANCELLATION OF ENROLLMENT INDICATES THAT THE STUDENT REQUESTED THAT ALL COURSES BE DROPPED DURING THE 100% REFUND PERIOD, BASED ON THE POSTED SCHEDULE FOR THE TERM INDICATED.*

*The student is entitled to a full refund of the charges for the term. No grades or records for the term will be maintained. If the student does not intend to return to Creighton, please enter “none” in the* “Expected return term/year” field.

EFFECTIVE TERM/YEAR Click here to enter text.

Authorized by: Click here to enter text. Expected return term/year: Click here to enter text.

**TERM WITHDRAWAL.** *A TERM WITHDRAWAL INDICATES THAT THE STUDENT ATTENDED BEYOND THE 100% REFUND PERIOD FOR THE TERM BUT IS WITHDRAWING FROM ALL CLASSES BEFORE THE END OF THE TERM.*

*The student may be entitled to a partial refund of the charges for the term according to the published refund schedule of the University. All grades for the term will be listed as “W”.*

EFFECTIVE TERM/YEAR Click here to enter text.Last date of attendance: Click here to enter text.

(MM/DD/YYYY)

Date student notified CU of intent to withdraw: Click here to enter text.

Authorized by: Click here to enter text. Expected return term/year: Click here to enter text.

**TEMPORARY WITHDRAWAL.** *A TEMPORARY WITHDRAWAL IS A PLANNED INTERRUPTION IN A STUDENT’S EDUCATIONAL PROGRAM WITH THE INTENT TO RETURN.*

Semester temporary withdrawal will begin (term, year): Click here to enter text.

Semester student intends to register for and resume attendance (term, year): Click here to enter text.

E-mail address while on temporary withdrawal: Click here to enter text.

Authorized by: Click here to enter text. Date: Click here to enter text.

**PERMANENT WITHDRAWAL.** *A PERMANENT WITHDRAWAL INDICATES THAT THE STUDENT HAS INFORMED US HE/SHE DOES NOT INTEND TO PURSUE FURTHER ENROLLMENT AT CREIGHTON.*

EFFECTIVE TERM/YEAR Click here to enter text.Last date of attendance: Click here to enter text.

(MM/DD/YYYY)

Date student notified CU of intent to withdraw: Click here to enter text.

Authorized by: Click here to enter text.

**FOR OFFICE USE:**

**Date Processed:** Click here to enter text. **BY:** Click here to enter text.