



## COLLEGE WITHDRAWAL FORM

### IMPORTANT NOTES

- This form is to be used when a student intends to withdraw from all courses in a semester.
- Withdrawing may impact course sequencing, prerequisites, financial aid and/or medical insurance.
- A student attempting to withdraw from their courses after the Add/Drop period and before the withdrawal without academic penalty deadline will receive a final grade of 'W'. After this deadline, a student intending to withdraw must do so prior to the last day of the term and the instructor designates if the student withdrew while passing or withdrew while failing.

**Name:** \_\_\_\_\_ **Student ID Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Semester:**  Fall  Spring  Summer 1  Summer 2  Intersession **Year:** \_\_\_\_\_

- Do you plan to return to QCC in the future? **Yes**  **No**  **If yes, when?** \_\_\_\_\_
- Do you have any library books checked out? **Yes**  **No**

### REASON FOR WITHDRAWAL:

#### PERSONAL

<input type="checkbox"/> Childcare problems (CH)	<input type="checkbox"/> Health (personal) (HE)	<input type="checkbox"/> Military Service (MS)
<input type="checkbox"/> Church/Missionary (CM)	<input type="checkbox"/> Health (family) (HF)	<input type="checkbox"/> Moving (MO)
<input type="checkbox"/> Foreign or Government service (FG)	<input type="checkbox"/> Lack of transportation (TR)	<input type="checkbox"/> Not ready for college (NR)
<input type="checkbox"/> Work schedule conflict (WK)		

#### FINANCIAL

<input type="checkbox"/> Change in financial situation (CF)	<input type="checkbox"/> Ineligible for financial aid (IF)	<input type="checkbox"/> Insufficient financial aid (FA)
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#### EDUCATIONAL

<input type="checkbox"/> Courses did not meet goal (GO)	<input type="checkbox"/> Overwhelmed by studies (ED)	<input type="checkbox"/> Transferred to 2-year institution(T2)
<input type="checkbox"/> Transferred to 4-year institution(T4)		

Other (please explain): \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### THIS SECTION FOR OFFICE USE ONLY

SUBJECT/COURSE NUMBER	INSTRUCTOR	INSTRUCTOR INITIALS	GRADE ('W' or 'F')