Ozarks Technical Community College
OFFICIAL WITHDRAWAL FROM *ALL* COLLEGE COURSES

Part I: Student to complete this section.

Before you continue with the process of withdrawing from all college classes, you are encouraged to speak with an Academic Advisor. You may wish to consider dropping a course (or two) rather than a full withdrawal.

If you are a financial aid recipient and receive federal student aid (Pell Grant or Student Loans) your withdrawal will likely result in your repayment of part of your student aid award. Also, you may lose future aid eligibility as a result of your withdrawal.

_____ I never attended classes this semester _____ I attended classes at least once this semester

Student I.D.: _____ Semester ☐ Fall ☐ Spring ☐ Summer Year _____

Name: _____ _____ _____
Last *First* *MI*

Street or PO Box: _____

City: _____State:_____ Zip: _____ Phone: _____

Reason for withdrawal: _____ Financial _____ Health _____ Personal _____ Transfer

Other (specify):_____

Student Signature: _____ Date: _____

Part II: For Office Use Only

Y	N	
_____	_____	1. Is student enrolled in Allied Health programs? If YES, then student must have written permission from A/H.
_____	_____	2. Is student enrolled in 1st,2nd 8 week or intersession courses (on STAC)? If YES, may need DROP, not W/D.
_____	_____	3. Verified mailing address and phone number on computer. (If we have to mail a letter, this is the address it will be mailed to.)
_____	_____	4. STOP ! Does student have financial aid? If YES, please provide student with hand-out.
_____	_____	5. Withdrawal on RGN? (during 1st week of classes use "X"; after that, use "W")

Employee Stamp Here:

White-Registrar **Yellow-Student**

Revised 4-2010