



Term Withdrawal Application

Use of this form allows for a **COMPLETE WITHDRAWAL** from **ALL ENROLLED CLASSES** for the **CURRENT TERM ONLY**. Use of this form is not available after a term has ended. Please refer to the Academic Calendar for dates.

Term: *(circle one)* Fall Spring Summer A Summer B Summer C **Year:** 20 _____

If you have registered for a future term and do not plan to attend, you need to cancel this registration by accessing your Gulfline account. Students are fee liable for all courses for which they are registered at the end of drop/add period.

Please Print Clearly

UIN: 814 _____ Full Name: _____ Level *(circle one)*: FR SO JR SR GR

Major: _____ Telephone: (____) _____ Email: _____ @eagle.fgcu.edu

Are you a Student Athlete? *(select one)* Yes No If **YES**, please specify sport: _____

Do you receive:

❖ **VA Benefits?** *(for Military Veterans)* Yes No If **YES**, provide Last Class Attendance Date: _____

❖ **Loans, Grants, Scholarships?** Yes No **If you received Federal Direct Loans, an exit interview must be completed.**

Reasons for withdrawal. Please check all that apply. If more than one, please rank the top 3 with 1 being the greatest reason.

1. _____ Academic difficulty. ***(Please explain in the box provided below)***
2. _____ Transfer. Institution name: _____
3. _____ Insufficient financial resources
 - a. _____ Did not apply for aid
 - b. _____ Did not get enough financial aid
 - c. _____ Did not qualify for aid
4. _____ Medical issues (e.g., hospitalization or illness interfering with courses)
5. _____ Personal (e.g., family issues, child care, illness or condition, relocation)
6. _____ Other personal ***(Please explain in the box provided below)***
7. _____ Lack of interest
8. _____ Marriage
9. _____ Enlisted in the military or military call-up
10. _____ Transportation difficulties
11. _____ Dissatisfied with courses or college ***(Please explain in the box provided below)***
12. _____ Dissatisfied with selection of courses offered.
13. _____ Dissatisfied with faculty/staff ***(Please explain in the box provided below)***
14. _____ Dissatisfied with academic advising ***(Please explain in the box provided below)***
15. _____ Received job offer.
16. _____ Hours of job have changed.
17. _____ Unsure of academic/career goals at this time. ***(Please explain in the box provided below)***
18. _____ Dissatisfaction with living situation. ***(Please explain in the box provided below)***
19. _____ Difficulty "fitting in" at FGCU. ***(Please explain in the box provided below)***
20. _____ Other. ***(Please explain in the box provided below)***

Are you planning to return next semester? _____

If you miss three consecutive terms after withdrawing, you must apply for re-admission. Summer A, B or C term, constitutes a summer term.

Mailing Address: _____

I understand that any unpaid accounts, any university property that has not been returned, and any unpaid balance on loans made through university agencies must be paid to the proper authority. In addition, I understand that if I have a Federal Direct/Stafford/GSL/Federal Perkins loan, I **must complete an exit interview at:** http://www.nsls.ed.gov/nsls_SA/.

My withdrawal from the university is not official until the Office of the Registrar processes this form. Once processed, my academic record will indicate a W (Withdrawal) grade on each non-graded course.

Note: Housing and Residence Life have a separate process for cancelation of housing in a term. Please contact them.

Student Signature

Date

Email Address (after withdrawal)

NOTICE TO ALL STUDENTS:

The assigned, final grade (W or WF) will be determined by the date the form is received and processed in the Office of the Registrar, refer to the University's Academic Calendar for all deadline dates. **Consideration for exception to withdrawal with academic penalty (WF) must be made to the appropriate college as a grade appeal request.** (See the Student Guidebook for procedures) Withdrawal must be completed prior to grade or fee appeal. A student is eligible for refunds of registration fees when withdrawing from the University during the subscribed deadlines. Refer to the University Catalog and Academic Calendar for all deadline dates and further refund information.

NOTICE TO VA, FINANCIAL AID & BRIGHT FUTURES RECIPIENTS:

Recipients who withdraw from the University may be responsible for repaying a portion or all of the funds received during the term. The Office of Financial Aid and Scholarship will notify students of the repayment amount. *VA recipients will need to contact the VA.* **Students must obtain the signature of the financial aid office representative prior to submitting the form to the Office of the Registrar.**

NOTICE TO INTERNATIONAL STUDENTS, STUDENT-ATHLETES AND GRADUATION CANDIDATES:

International students with F visa status **MUST** obtain the signature of International Services. Student-Athletes and Graduation Candidates **MUST** obtain the signature of the appropriate academic advisor.

For Office Use Only

Office of Financial Aid Signature

Date

International Services Signature

Date

Academic Advisor Signature

Date

Received - Office of the Registrar Signature

Date

Withdrawal Code Assigned to SFAREGS: "W____" Banner Update By/Date _____

Withdrawal Reason Code Assigned to SFAWDRL: _____ Copy to VA file as appropriate: _____

OR Revision 11/2011