

If completing the semester, the withdrawal effective date is the last day of scheduled classes for the semester. If not completing the semester the date the form is completed will be used as the official withdrawal date and pre-registration beyond the withdrawal semester will be canceled.

Please print or type all information clearly.

PRINT

Student's Name:		W#:	Email:
Address:		City/State/Zip:	Phone Number:
Major:	Student Type: <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate		
Reason for Withdrawal: <i>(check one that apply)</i>	<input type="checkbox"/> Academic Difficulty <input type="checkbox"/> Curriculum/Career Change <input type="checkbox"/> Career Uncertainty		
	<input type="checkbox"/> Financial Difficulty <input type="checkbox"/> Personal Reason <input type="checkbox"/> COVID-19		
	<input type="checkbox"/> Transfer Where _____		

Withdrawal Semester:	<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Year: 20 _____
Check All That Apply		
Are you an International Student?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<i>If Yes, International Student Services signature is required</i>
Do you live in university housing?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<i>If Yes, Housing & Residential Life signature is required</i>
Do you have a WIT laptop	<input type="checkbox"/> Yes <input type="checkbox"/> No	<i>If Yes, Student must return laptop and all accessories to DTS and receive a return receipt</i>
Are you completing your current semester?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Tuition paid in full/current semester	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Student Signature:	Date:
Housing and Residential Life Signature:	Date:
Financial Aid Signature:	Date:
Student Financial Services Signature:	Date:
International Student Services Signature:	Date:

TO BE COMPLETED BY REGISTRAR'S OFFICE	
Effective Withdrawal Date:	End of Term Financial Withdrawal <input type="checkbox"/>
Date of Determination:	End of Term Withdrawal <input type="checkbox"/>
Registrar Approval:	Administrative Withdrawal <input type="checkbox"/>

*Students who officially withdraw will be reviewed for a refund in accordance with the institutional policies outlined in the WIT academic catalog.
 **Students who are receiving federal aid and/or institutional aid are subject to the required federal refund and repayment calculation. After a refund is calculated, the student will be notified of any changes in the financial aid package.
 ***If you live in Wentworth housing, you must take your copy of this form to Housing and Residential Life. Failure to check out with Housing and Residential Life could result in penalties and fines, therefore this withdrawal is not complete until you check out with the Housing and Residential Life Office.
 ****Failure to return your laptop could result in negative actions up to and including criminal charges.