

Office of the Registrar  
Phone: (734) 764-7283  
Fax: (734) 936-1961

## INTENT TO WITHDRAW

### Use this form to:

1. Withdraw from all course elections in a given term once University classes have begun for the term
2. Withdraw from all course elections in a given term except SW 510 (this course ends before the term begins)
3. Withdraw from the MSW program in a subsequent term even if not yet registered/enrolled in that term

Please contact the Assistant Dean or Assistant Director of the Office of Student Services to determine if a meeting is necessary and request their initials on the form. Inform each of your course instructors, your Field Supervisor and your Field faculty liaison (if registered for Field Instruction), of your withdrawal. If your situation prohibits you from doing this please inform our office as such.

If the 3 week drop/add deadline has past you must also obtain the last date of participation in each class for which you are enrolled, including Field Instruction, from the course instructor/liaison. Please utilize the last page of this form for this purpose and submit the form in its entirety.

Tuition adjustments are determined by the University Office of the Registrar.

Today's Date: \_\_\_\_\_

Student Name \_\_\_\_\_

Student id# \_\_\_\_\_

Effective Term of Withdrawal: \_\_\_\_\_

Reason for Withdrawal: \_\_\_\_\_

Are you currently registered/enrolled in the term in which you are withdrawing? (Circle one)      YES      NO

Any plans to return to the program? (Circle one)      YES      NO

If yes, please indicate in which term/year you plan to return: \_\_\_\_\_

If this is your first term of enrollment in the MSW program has your term of admission been deferred (consult with the Office of Student Services)? (Circle one)      YES      NO

Any Additional Comments (not required):

Student Signature: \_\_\_\_\_

SEE LAST PAGE FOR COMPLETION AFTER DROP/ADD DEADLINE HAS PAST

*For office use only*

Asst. Dean/Asst. Director of OSS (please initial): \_\_\_\_\_

Registrar

W/D to URO \_\_\_\_; MPathways \_\_\_\_; FileMaker \_\_\_\_; Email \_\_\_\_; Eligible to enroll \_\_\_\_;

PerceptiveContent: Active \_\_\_\_ Inactive \_\_\_\_



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

**THIS SECTION MUST BE FILLED OUT BY THE INSTRUCTOR  
AFTER THE DROP/ADD DEADLINE HAS PAST  
If not completed the Term Withdrawal CANNOT be processed  
Student must obtain this information from EACH course they are Registered**

<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>	<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>
<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>	<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>
<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>	<p>Subject code _____ Catalog # _____ (e.g. SW) (e.g. 500)</p> <p><b>Student's Last Date of Participation</b></p> <p>_____</p> <p>Instructor's Name _____</p> <p>Signature _____</p> <p>Date _____</p> <p>Email _____</p>

