University of Colorado Boulder

Office of the Registrar
Regent Administrative Center 101
20 UCB
Boulder, Colorado 80309

t 303 492 6970
f 303 492 8748
Withdraw@colorado.edu

Spring 2015 Withdrawal Form

- **New/Readmit/Transfer students** who withdraw by January 28 must reapply in order to return to CU-Boulder and are not eligible for the Time-Off or StayConnected programs.
- **Continuing Undergraduate Students** are eligible to take up to three semesters off, including summer, from their last graded semester without readmitting through Admissions. See the Return Chart for more information.
- **Graduate/Law/MBA Students** must apply for the Time-Off Program or reapply in order to return to CU-Boulder.
- **Students** enrolled **only** in Continuing Education courses must contact the Office of Continuing Education to withdraw.
- No Spring 2015 withdrawals will be accepted by the Office of the Registrar after **5:00 pm on May 1.**

Last Name: _____ **First Name:** _____ **MI:** ____ **Student ID#:** _____

Home Address: _____

_____ Phone (_____) _____
City State Zip Code

Select your College or Program:

- ☐ Arts and Sciences
- ☐ Business
- ☐ Education
- ☐ Engineering
- ☐ Environmental Design
- ☐ Journalism
- ☐ Graduate
- ☐ Law
- ☐ MBA
- ☐ Music

Do you intend to return to CU Boulder?

- ☐ No
- ☐ Maybe
- ☐ Yes

Continuing Education Courses (CEPS)

Are you registered for Continuing Education courses?
☐ Yes ☐ No

Do you want these courses dropped as well?
☐ Yes ☐ No

Contact the Division of Continuing Education and Professional Studies for their tuition adjustment policies at 303-492-5148, or ceregistration@colorado.edu.

Reason for Withdrawal _____

International Students Only: Go to the ISSS office in the Center for Community S355 for this required signature.

International Advisor's Signature _____ **Date** _____

Dean's Signature _____ **Date** _____

See below for programs and required signatures deadlines:

- **Environmental**, **Law** and **MBA** students require a dean's signature after **January 28.**
- **Music** students require a dean's signature after **February 11.**
- **Education** students require a dean's signature after **March 20.**
- **Arts & Sciences**, **Engineering**, **Business**, **Journalism** and **Graduate** school students may withdraw *without* a dean's signature up to the last day of classes at **5:00 pm on May 1.**

By signing this form, I agree that:

- I have **read and understand** the Withdrawal Information and Tuition Refund/Assessment Schedule.
- I understand that I am **responsible for any tuition or fees** I have incurred at CU-Boulder.
- I understand I am requesting to be **withdrawn from the Spring 2015 semester**.

Student's Signature _____ **Date** _____

For Office Use Only:

Enrollment Services Representative's Signature _____ Date _____

Rebate: _____ Date Entered _____ Initials _____ Letter/Email Sent _____ **NS** Y/N **IS** Y/N **SA** Y/N