Office of the Registrar
UNIVERSITY OF COLORADO **BOULDER**

Regent Administrative Center 105
20 UCB
Boulder, Colorado 80309

t 303.492.6970
f 303.492.8748
withdraw@colorado.edu

Fall 2013 Withdrawal Form

- **New/Readmit/Transfer students** who withdraw by September 11 must reapply through Admissions in order to return to CU Boulder.
- **Continuing Undergraduate Students** are eligible to take 1-3 semesters off, including summer, (up to 4 with restrictions) from their last graded semester without readmitting through Admissions. Please refer to Return Chart.
- **Graduate/Law/MBA Students** must apply for the Time Off Program (TOP) or reapply through Admissions in order to return to CU Boulder.
- **Students** enrolled **only** in Continuing Education (CEPS) courses must contact the Office of Continuing Education to withdraw.

Last Name: _____ **First Name:** _____ **MI:** ____ **SID:** _____

Home Address: _____

_____ Phone (_____) _____
City State Zip Code

College or Program:
- ☐ Arts and Sciences
- ☐ Business
- ☐ Education
- ☐ Engineering
- ☐ Environmental Design
- ☐ Journalism
- ☐ Graduate
- ☐ Law
- ☐ MBA
- ☐ Music

Class:
- ☐ Freshman
- ☐ Sophomore
- ☐ Junior
- ☐ Senior
- ☐ Graduate

Do you intend to return to CU Boulder?
- ☐ No
- ☐ Maybe
- ☐ Yes

Continuing Education (CEPS)
Are you registered for CEPS 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 (Required)_____

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** _____

- Signature requirements apply to both main campus and Continuing Education (CEPS) courses.
- Environmental, Law and MBA program students require a dean's signature after **September 11.**
- Music students require a dean's signature after **October 9.**
- Education students require a dean's signature after **November 1.**
- 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 December 13.**
- No withdrawals will be accepted after **5:00 pm on December 13,** please see primary college for exceptions.

- **I have read the Office of the Registrar Withdrawal Information sheet, understand the tuition refund/assessment schedule, and have obtained the appropriate signatures where required.**
- **I understand that I am responsible for any tuition or fees I have incurred at CU Boulder.**
- **By signing this form, I understand I am requesting to be withdrawn from the Fall 2013 semester.**

Student's Signature MUST SIGN IN BLUE OR BLACK INK _____ **Date** _____

For Office Use Only:
Enrollment Services Representative's Signature _____ Date _____

Rebate: _____ Date Entered _____ Initials _____ Letter/Email Sent _____ **NS** Y/N **S50** Y/N **SA** Y/N