



### Withdrawal Form

This form is to be completed by a student planning to withdraw from one or more classes.

Student Name \_\_\_\_\_ ID Number \_\_\_\_\_

Term                      Summer 20 \_\_\_\_\_                      Fall 20 \_\_\_\_\_                      Spring 20 \_\_\_\_\_

**Check all that apply:**

- SGSC intercollegiate athlete                       Live in residence hall                       MOWR student
- VA benefits recipient                       Direct Loan recipient                      **(MOWR - Withdrawing from classes may postpone your high school graduation)**

**I request to be withdrawn from:**

\_\_\_\_\_ All of my courses this term.                      \_\_\_\_\_ The course(s) listed below:

Course Reference Number Ex. 80168	Course Prefix/Number Ex. ENGL 1101	Instructor Ex. Smith

Reason for withdrawal - **Choose most applicable:**

- Academic (Grades)                       Insufficient Financial Aid                       Child Care
- Death in the Family or Family Illness                       Late Enrollment                       Medical
- Financial Issues:  
Loss of job, Unable to obtain book,  
Unable to obtain supplies, etc.                       Personal
- Transportation
- Other \_\_\_\_\_

**I understand the following:**

1. It is my responsibility to initiate withdrawal from one or more classes. I am urged to contact my Academic Advisor about the advisability of withdrawing from a class.
2. After the drop/add period, there is **no refund** for partial reduction of hours.
3. Withdrawal after mid-term results in a **grade of WF**. To appeal for a Hardship Withdrawal, I must contact the Office of Disability Services (912-260-4435 or 912- 449-7593) for the proper form and procedure.
4. It is to my advantage to meet with a financial aid advisor before withdrawing. Withdrawal **may affect my eligibility for financial aid** this semester and in the future. Students receiving financial aid are responsible for repaying unearned grant and loan funds received.
5. All **financial obligations** to the College (including Library, Housing, Fines, etc.) must be met before I may register for another term. These obligations must be met before transcripts will be released.
6. Course withdrawals show up on the official academic transcript and count as part of the hours attempted.
7. Withdrawing from classes may **postpone** my graduation date.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

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To be completed by Registrar's Office: Processed by \_\_\_\_\_ Date \_\_\_\_\_