

**PRAIRIE VIEW A&M UNIVERSITY- Office of the Registrar- MSC Room 302**

**WITHDRAWAL FROM THE UNIVERSITY**

*(This form is to be used ONLY when student drops all courses)*

<b>Term Data</b>			Freshman Sophomore Junior	Senior Graduate PhD	Fall	Summer	Spring
	<b>Student ID #</b>	<b>Major</b>	<b>Classification</b> (Please Circle)		<b>Semester Year</b>		
<b>Name (Please Print)</b>							
	<b>Last</b>	<b>First</b>			<b>MI</b>		
<b>Mailing Address</b>			<b>Phone Number</b>			<b>E-mail</b>	

Last date of class attendance: \_\_\_\_\_

**REASON FOR WITHDRAWAL: Please check one**

\_\_\_\_\_ Academic Difficulty

\_\_\_\_\_ Employment/ Work

\_\_\_\_\_ Educational Leave

\_\_\_\_\_ Transferring to:

\_\_\_\_\_ Health

\_\_\_\_\_ Housing

\_\_\_\_\_

\_\_\_\_\_ Financial

\_\_\_\_\_ Conflict w/ work schedule

(College/ University Name

\_\_\_\_\_ Childcare

\_\_\_\_\_ Family Problem

Other: \_\_\_\_\_

\_\_\_\_\_ Military Call/ Active duty

**NOTE:** Student must take this completed form to the Registrar's Office by the deadline as listed on the academic calendar located at [www.pvamu.edu/calendars](http://www.pvamu.edu/calendars) or the withdrawal will not be allowed and grades will be assigned. Student may still be responsible for paying all or part of the tuition and fees depending on the date the withdrawal request is received by the Registrar's Office.

**CAUTION:** Students withdrawing from one class to all classes from PVAMU after 1<sup>st</sup> class day will be charged for a percentage (%) of total tuition and fees based on the number of days in attendance. Please refer to the PVAMU Catalog or [www.pvamu.edu/pages/3529.asp](http://www.pvamu.edu/pages/3529.asp) for the Refund/Adjustment Schedule. **If a student withdraws and has received a refund from financial aid and the financial awards are reduced, the student may be responsible for returning up to the full amount of the refund back to PVAMU as well as paying for a percentage or all of the tuition and fees.**

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

\_\_\_\_\_  
Date

Registrar's Office  
Use Only

Processed

By: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_