

VOLUNTARY WITHDRAWAL FROM A PROGRAM

NAME:	NAU ID:
NAU EMAIL:	PRIMARY PHONE:
DEGREE/PROGRAM:	
ADVISOR/FACULTY MENTOR:	
Are you an International Student?:	Yes No
Are you in an accelerated master's program?:	Yes No

PLEASE SUPPLY THE FOLLOWING:

Brief Statement of Request and a justification for requesting a withdrawal from your program within the body of an email or on a separate, attached document.

IMPORTANT: Withdrawal cannot be retroactive. If this request comes in the middle of a term, the EFFECTIVE DATE will be entered into the student’s record by the Graduate College as the first business day after the end of the term. If this request comes in-between terms, the EFFECTIVE DATE will be entered into the student’s record by the Graduate College immediately.

Students are not automatically withdrawn from any course or courses for which they are registered when voluntarily withdrawing from a program. Students are responsible for completing the process and/or petition to drop or delete any course or courses for which they are currently registered. These processes, forms, and deadlines are located on the Registrar’s [website](#).

Also please be aware that voluntarily withdrawing from a graduate program does not annul any financial responsibility a student holds to the institution or the federal government. Please contact the Office of Financial Aid Office to verify your account information and any outstanding debt you may owe.

If you **are not** an international student, please submit the completed form to gradadmissions@nau.edu or NAU PO Box 4125.
If you **are** an international student, please submit the completed form to GradInternational@nau.edu.

OGPS Use Only: (FOR OFFICE USE ONLY: If student is in accelerated program, remove from GRIP student group. Check once complete)

Yes No Associate Vice Provost Signature: _____ Date: _____