

## Course/University Withdrawal and Intent to Return Form



Any student who begins courses at DeVry University, applies for financial aid, completes all of the requirements to obtain aid, and then withdraws from course(s) may have his or her financial aid adjusted according to federal, state, and institutional regulations. **Students who drop below half-time or withdraw from all of their courses must meet with a Student Finance representative to discuss financial aid implications.**

**Date of Request/Discovery Date:** \_\_\_\_\_ **DSI / Person #:** \_\_\_\_\_

\_\_\_\_\_  
Last Name                                      First Name                                      MI                                      Home Campus                                      Phone #

\_\_\_\_\_  
Address                                      City                                      State                                      Zip Code                                      Email

### Course Withdrawal

Provide the information below for the course(s) from which you intend to withdraw. If you are withdrawing from all scheduled courses, proceed to the next section, Withdrawal/Interruption of Studies.

For Office Use Only				
<input type="checkbox"/>	Course Code & Section	Session	Location	Last Date of Attendance
<input type="checkbox"/>	Course Code & Section	Session	Location	Last Date of Attendance
<input type="checkbox"/>	Course Code & Section	Session	Location	Last Date of Attendance
<input type="checkbox"/>	Course Code & Section	Session	Location	Last Date of Attendance

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### University Withdrawal / Interruption of Studies with Intent to Return

Please indicate if you are withdrawing from all courses and provide a reason for leaving in the box below.

Please indicate if you intend to return to DeVry University:                      Y                       N

If **yes**, please indicate in which year and session you intend to return:

Year:                       Summer A/July                       Fall A/November                       Spring A/March  
 Summer B/September                       Fall B/January                       Spring B/May

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use Only (Initial & Date)					
Form Received by:		Withdrawal(s) entered in OSS:		Intermission entered in OSS:	
Stu. Program:		Adding Course(s):		Intent Course in OSS:	
DSAMS:		New, Cont, End of Term/Session:		Dismissal Type:	
Notes:					

## Course/University Withdrawal - Student Checklist

Before withdrawing from a course(s) please review the information below. A withdrawal may result in serious financial and/or academic consequences. Please contact the following parties to ensure that you are fully aware of the impact of this decision, as they apply to you:

**Registrar's Office** \_\_\_\_\_  
Contact Name / Signature Date

Withdrawing from courses may affect your Academic Standing in meeting the university's Rate of Progress standards. This can affect your graduation date, other courses you intend to enroll in or your ability to return to the University.

Notes:

**Student Finance** \_\_\_\_\_  
Contact Name / Signature Date

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Notes:

**Course Instructor** \_\_\_\_\_  
Contact Name / Signature Date

You may be close to completing the course(s) you plan to drop. Speak with your professor to verify your current course status and explore potential tutoring options.

Notes:

**IT - PC Services** \_\_\_\_\_  
Contact Name / Signature Date

If you have DeVry University equipment, you will be responsible for returning it or paying for any missing hardware.

Notes:

**Veteran Affairs** \_\_\_\_\_  
Contact Name / Signature Date

If you use VA Benefits, you will need to determine your current status and the impact to your standing within the program.

Notes: