



Withdrawal Form

A student may withdraw from a degree program by written request.

Veterans: The Veteran's Administration will be advised within 30 days of the date of withdrawal, which will be the date the Dean of the Faculty signs this form. When a student is withdrawn, veteran's benefits will be discontinued and any further certification of benefits terminated.

A student who is withdrawn may ask to re-apply.

Student Name: _____

Student Legal Name (if different): _____

Student Populi Barcode ID #: _____

Phone: _____ E-mail _____

Program: _____ Advisor: _____

I am requesting to withdraw from the program

(Term and Year)

Began Program

(Term and Year)

Did you receive financial aid this year?

(List what kind)

Have you ever received financial aid:

(List what kind)

Reasons for request (*You may attach a letter if you prefer*):

1. Student Signature: _____ Date: _____

2. Advisor Signature: _____ Date: _____

3. Dean of Faculty Signature: _____ Date: _____

4. Student Accts Mgr. Signature: _____ Date: _____

5. Registrar Signature: _____ Date: _____

Students: Please save the completed form (except signatures) as a PDF with the filename: [Term].[Withdrawal from SKSM].[Your first and last name] (ex: 2021SP.Withdrawal from SKSM.Anna Learner). Please see the Student Forms webpage or the Student Handbook for details how to use the free Adobe software to fill out and save PDF forms.

Email the completed (except signatures) form to registrar@sksm.edu, copying your advisor. The Office of the Registrar will obtain the necessary electronic signatures and process the withdrawal.