



Registrar's Office

800 Georgia Southwestern State University Drive  
Americus, GA 31709-4379  
(229) 928-1331

# STUDENT WITHDRAWAL FROM UNIVERSITY FOR SEMESTER

*The completion of this process withdraws you from all of your classes for the current term. It does not indicate that you have permanently withdrawn from the university.*

TO BE COMPLETED BY STUDENT: Semester: \_\_\_\_\_

NAME: \_\_\_\_\_ gswID# \_\_\_\_\_ Date: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_  
Street/P O Box City/State Zip Code

COURSE NAME/#	CRN	INSTRUCTOR	GRADE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Any refund and/or encumbered residence hall/meal plan refund to which you are entitled will be mailed to you by the Student Accounts Office. To apply for **readmission** in the future, you must complete the **readmission** application with the Registrar's Office if you remain out of school one calendar year or longer.

This form must be properly completed and returned to the Registrar's Office before the withdrawal is official. **Failure to follow the proper procedure to withdraw from the University will result in grades of F and no refund will be given.**

<b>Recommendation for WITHDRAWAL PASSING or WITHDRAWAL FAILING, when submitted after midterm</b>
_____
_____ First Year Advocate

### SIGNATURES MUST BE OBTAINED FROM THE FOLLOWING OFFICES:

Student Accounts: \_\_\_\_\_ VA Official: \_\_\_\_\_

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

<b>FOR OFFICE USE ONLY</b>
REASON FOR WITHDRAWAL/CODE #: _____
RECEIVED BY: _____