



# OFFICIAL WITHDRAWAL FORM

(All Classes)

**INSTRUCTIONS:** To initiate a withdrawal from UVU, fill out this form completely and return it to One Stop in the Administration Building before the last day to withdraw. **If you have received any federal financial aid this semester, take this form to a Student Financial Assistance Advisor, BA 106, for advising** (before submitting to One Stop).

Please Print Clearly:

Name: \_\_\_\_\_ UV ID: \_\_\_\_\_

Term: \_\_\_\_\_ Year: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Mailing Address:

Street City State Zip

Will you be returning to UVU?  yes  no If so, when?  Fall  Spring  Summer Year: \_\_\_\_\_

Are you receiving Veterans Educational Benefits?  yes  no

**IF A FINANCIAL AID RECIPIENT, COMPLETE THE FOLLOWING :**

**Proof of Attendance:** Unless you provide proof of attendance, you will be required to immediately repay all federal funds. Please have one of your instructors sign below:

*Student attended at least one class, turned in an assignment, or took a test, during the semester.*

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

I certify that I must repay any unpaid accounts, including loans to UVU. I confirm that I will be responsible for repaying any federal financial aid to the Department of Education that I am not entitled to keep as a result of this withdrawal.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Withdrawal Exception:**  Employment  Medical  Other: \_\_\_\_\_

Department Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Approval Stamp: \_\_\_\_\_

**Office Use Only:**

Date Received: \_\_\_\_\_; by:  One-Stop  Call Center  Registration Processing  Other; Initial: \_\_\_\_\_

Date Record Update: \_\_\_\_\_ Initial: \_\_\_\_\_