

# Temporary Withdrawal Request Form Argosy University/SFBA

TO BE COMPLETED BY STUDENT

Student ID Number: \_\_\_\_\_ Academic Year: \_\_\_\_\_ Date: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Program: \_\_\_\_\_

## FOR STUDENTS RECEIVING FINANCIAL AID, PLEASE READ THE FOLLOWING:

Students taking a Temporary Withdrawal are not eligible for loan deferments. Financial Aid will not be disbursed during the period of the Temporary Withdrawal. Any loan proceeds that the University receives during this period must be returned to the lender.

Students who take a Temporary Withdrawal in the middle of a term will be charged for classes attended in accordance with the appropriate refund policy. Any remaining funds are returned to the lender.

The date of withdrawal for students who do not return from an approved Temporary Withdrawal will be the date of the student's last recorded date of attendance.

## TO BE COMPLETED BY STUDENT - Return form to student services after faculty & if needed Int'l student advisor signature has been secured.

Period Requested for Temporary Withdrawal: Start Date: \_\_\_\_\_ Date of Return: \_\_\_\_\_

Term and Session of Return: \_\_\_\_\_

Reason for Temporary Withdrawal: \_\_\_\_\_

Is this an extension of a prior withdrawal?  Yes  No If yes, indicate start date of temporary withdrawal: \_\_\_\_\_

*I have read the financial aid implications by taking a withdrawal. I understand that if my withdrawal is approved it is my responsibility to resolve any financial obligations to Argosy University*

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

Signature of Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Int'l Student Advisor (for F-1 Students): \_\_\_\_\_ Date: \_\_\_\_\_

## TO BE COMPLETED BY STUDENT SERVICES

Temporary Withdrawal Approved for the following terms:

Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_

Temporary Withdrawal Denied Reason Denied: \_\_\_\_\_

Signature of Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Student Services: \_\_\_\_\_ Date: \_\_\_\_\_

Status updated in Banner \_\_\_\_\_ Status updated in COS \_\_\_\_\_ \*Copy to Student Finance \_\_\_\_\_ Copy mailed to Student \_\_\_\_\_