Carnegie Mellon University
University Registrar's Office

Phone: 412-268-8186
CMURegistrar@andrew.cmu.edu
cmu.edu/hub/registrar/leaves-and-returns/index.html

Complete this form if you intend to leave Carnegie Mellon with no intention to return. Prior to withdrawing from the university, you must contact your academic advisor. **University Withdrawal may jeopardize your financial aid status, contact The HUB for details.** Federal law mandates students on F1 or J1 Visa contact the Office of International Education prior to withdrawal.

University Withdrawal

STUDENT INFORMATION

Student Andrew ID: _____

Student Name: _____
Last/Family, First and/or Preferred, MI

Permanent Address: _____
Street Address/PO Box, City, State, Zip, Country (if not US)

Current Address: _____
Street Address/PO Box, City, State, Zip, Country (if not US)

Telephone #: _____ Mobile Phone #: _____ Personal Email Address: _____

Home College: _____ Department: _____ Class: _____

Semester of Withdrawal (*check one*): ☐ Fall ☐ Spring ☐ Summer 20 _____

Student's Signature: _____ Date: _____
mm/dd/yyyy

WITHDRAWAL INFORMATION

Student's Reasons for Withdrawal (*required*):

Date Student Began Withdrawal Procedure: _____
Required for All Students

DEPARTMENT INFORMATION & SIGNATURES

W Grade(s) Assigned? Yes ☐ No ☐

Advisor: _____ Signature: _____ Andrew ID: _____ Date: _____
Required for All Students *Print Name* mm/dd/yyyy

Dept. Head: _____ Signature: _____ Andrew ID: _____ Date: _____
Graduate Students Only *Print Name* mm/dd/yyyy

Associate Dean: _____ Signature: _____ Andrew ID: _____ Date: _____
Undergraduate Students Only *Print Name* mm/dd/yyyy

DEAN OF STUDENT AFFAIRS

Comments/Requirements: _____

Dean of Student Affairs: _____ Signature: _____ Date: _____
Print Name mm/dd/yyyy