

Bluefield College
Online Student College Withdrawal Form

NAME: _____ Student ID #: _____

ADDRESS:

CITY: _____ STATE: _____ ZIP: _____

PHONE #: (HOME) _____ (WORK) _____

ARE YOU RECEIVING VETERANS BENEFITS? YES _____ NO _____

REASON FOR WITHDRAWAL:

LAST DATE OF CLASS ATTENDED: _____

WITHDRAWAL FROM THE COLLEGE

A student who wishes to withdraw from the College should apply directly to the Registrar's Office for the proper withdrawal procedure. Grades of "DR" indicating withdrawal from school will be given to the student who properly withdraws. Earned grades will be issued for courses completed prior to the student's withdrawal (including failing grades). A student planning to withdraw from school should consult the Financial Aid Office regarding regulations for satisfactory academic progress. In addition, a student should confer with the Business Office to settle his or her account. The Registrar's Office will notify administrative departments of a student's request to withdraw. This includes Financial Aid, Business Office, Library, Student Services and instructor.

Please note that your transcript will be available when you have met all financial obligations.
This withdrawal form will be kept in your permanent file in the Registrar's Office.

Student Signature

Date

Registrar

Date