

TEXAS SOUTHERN UNIVERSITY

OFFICE OF THE REGISTRAR

3100 Cleburne Street Houston, Texas 77004

713 313 7071

STUDENT WITHDRAWAL FORM

This form is to be completed by students who withdraw from the university during a specific term. Withdrawal is equivalent to dropping ALL courses (or the LAST class) of a term in which a student is registered. Students who withdraw from all classes subject to the regulations defining academic standing as printed in the university catalog or online at http://www.em.tsu.edu. THE EFFECTIVE DATE OF WITHDRAWAL IS THE DATE THIS FORM IS PROCESSED AT THE ENROLLMENT SERVICE CENTER. THIS FORM MUST BE ACCOMPANIED BY A PHOTO ID.

Student Name: _____
Last first middle

Student T#: _____ Major: _____

Classification: _____ Semester: ___ Fall ___ Spring ___ Sum I ___ Sum II

Indicate Your Status If Applicable

___ International Student ___ A Student Athlete. ___ A Financial Aid Recipient

Reason for Withdrawal (Please check one)

___ Academic Difficulty ___ Financial Difficulty ___ Judicial Matters ___ Armed Forces ___ Personal

___ A Financial Aid Recipient ___ Health ___ Housing ___ Work related ___ Others

Transfer to: _____

I hereby affirm that all the above information is correct. I further hereby request that I be withdrawn from Texas Southern University for the current semester/term subject to all regulations pertinent to withdrawal and refunds. I understand that subsequent registration or re-admission must be in accordance with the University's regulations in effect at the time. I understand that my financial obligations to the university must be paid before I may register again or receive copies of my academic records. If I am eligible for any refund, I am aware that it will be computed as of the effective date of this action and may be reduced by any debt I currently owe the university or my failure to complete the withdrawal process. I have read and fully understand the information on the Student withdrawal form.

Student Signature: _____ Date: _____
Month Date Year

THIS PART TO BE COMPLETED BY ACADEMIC DEAN OR DEAN'S REPRESENTATIVE

The student named above, enrolled in the college of _____, has requested withdrawal from Texas Southern University. This request has been approved. International students must report to the International Students Office after withdrawing.

Account Balance Due: _____

Student Accounting: _____ International Student Affairs: _____

Financial Aid Counselor: _____ Academic Dean: _____

THIS PART TO BE COMPLETED BY THE REGISTRAR'S OFFICE

Registrar: _____ Official Withdrawal Date: _____