

# FRAMINGHAM STATE UNIVERSITY

## University Withdrawal Form

(Form effective through Spring Semester 2020; April 13-June 30, 2020)

*This University Withdrawal Form has been modified to accommodate submission from your FSU student email.*

Please note that if you are planning to enroll in courses at Framingham State University during the Summer 2020 Term or Fall 2020 Semester, you should complete a [Leave of Absence Form](#) instead of this University Withdrawal form.

A student is not **officially withdrawn** from the University until this form has been completed and has been validated by the Office of the University Registrar. Not participating in Spring 2020 class(es) via remote learning or stopping payment on a check/TMS is not considered an official withdrawal from the University and the student is responsible for all tuition and fee liabilities.

**Final Grades:** Withdrawal before the May 1, 2020 deadline to Withdraw, 'W', from a course(s) will receive 'WX's in all courses. Withdrawal from the University after May 1, 2020 results in receiving the final grade earned in all courses.

### To be completed by the student:

- \_\_\_\_\_ I am immediately withdrawing from all of my courses for the Spring 2020 semester.
- \_\_\_\_\_ I am withdrawing the end of the Spring 2020 semester, effective June 1, 2020.
- \_\_\_\_\_ I am planning to return to Framingham State University as of (Term/Year) \_\_\_\_\_.
- \_\_\_\_\_ I am not planning to return to Framingham State University.

FSU Student ID# \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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

FSU Student email: \_\_\_\_\_@student.framingham.edu

Personal email: \_\_\_\_\_ @ \_\_\_\_\_

**The completed form then needs to be sent to the Office of the Dean of Students from your FSU student email.**

**This will act as your signature for this form as well as your acknowledgement to the checklist items below.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### University Withdrawal Checklist spring 2020:

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| <input type="checkbox"/> <b>Dean of Students:</b> Send to the completed form directly to <a href="mailto:deanofstudents@framingham.edu">deanofstudents@framingham.edu</a> . The Office of Dean of Students Office will notify the student of receipt of University Withdrawal Form and then forward the form to the Office of the University Registrar for validation and processing. Students should continue to monitor their student email for University correspondence regarding their enrollment status and account information. | <input type="checkbox"/> <b>Student Services Center (SSC)</b><br>Email the Offices of Financial Aid and Student Accounts/Bursar regarding your financial aid and student account obligations, if any:<br><a href="mailto:financialaid@framingham.edu">financialaid@framingham.edu</a><br><a href="mailto:studentaccounts@framingham.edu">studentaccounts@framingham.edu</a><br><br>Students should continue to monitor their student email for University correspondence regarding their enrollment status and account information. |
|--|---|

*For Office of the University Registrar:*

University Registrar Signature \_\_\_\_\_ Date \_\_\_\_\_

Effective Term/Date: \_\_\_\_\_ Processed by \_\_\_\_\_ Date \_\_\_\_\_