

WITHDRAWAL / LEAVE OF ABSENCE

Enter your information and return the completed form to the School of Environmental and Biological Sciences, Office of Academic Programs, **Martin Hall, Room 109** on Cook Campus. **International students** must contact the Rutgers Global – International Student Services *before* submitting this form.

Last Name: _____ First Name: _____ Middle Initial: _____

RUID: _____ Email: _____ Cell Phone: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Statement of Withdrawal	Student Statement of Responsibility
<p>I wish to withdraw* from the School of Environmental and Biological Sciences at Rutgers University in the:</p> <p style="margin-left: 40px;">Fall _____ of 20 _____</p> <p style="margin-left: 40px;">Spring _____</p> <p>for the following reason(s):</p> <p style="margin-left: 40px;">Personal Financial Medical Other</p> <p>Explain briefly. Your comments will be kept confidential:</p>	<p>I understand that it is my responsibility to contact the Offices listed below that pertain to my situation. I have marked the appropriate offices that I am required to contact:</p> <ul style="list-style-type: none"> Educational Opportunity Fund (EOF) Housing Office – Return keys Honors Program Dining Services – Cancel meal plan Financial Aid – Exit interview Veteran Services Rutgers Global – International Student Services <p>I understand that if I fail to contact and fulfill the requirements these offices as applicable to my situation, charges to my account will continue.</p>

Student's Signature: _____ Date: _____

Dean's Signature: _____ Date: _____

Office Use Only

***If you choose to return to Rutgers University at any time, you are required to apply for reenrollment at: <http://ugadmissions.rutgers.edu/reenrollment/>**

For questions about this form, email recordsclerk@sebs.rutgers.edu