



University Withdrawal Petition

Before withdrawing from Western Covenant University, the student should consider the timing of withdrawal. If you wish to withdraw from the University due to a transfer or planned withdrawal, please submit this petition in at least a month prior to the end of the current session, or your withdrawal may be delayed. Emergency withdrawal situations may be given expedited processing. Any applicable tuition refund will be calculated based on the date the withdrawal is put into effect and paid back within 50 days of the withdrawal.

Name: _____ **Date of Birth:** ____/____/____
Last First M.I. MM DD YYYY

Ending Quarter/Term: Winter Spring Summer Fall (20__)

Program (Major): Masters of Arts in Religion (MAR) Bachelors of Arts, Business Administration (BABA)
 Pattern Making Certification Bachelors of Science, Computer Science (BSCS)

Reason for Withdrawal (check any that apply):

Health Issue Transferring to another school Financial Issue Personal
 Employment Change Returning to Home Country Other

I hereby petition for a complete withdrawal from Western Covenant University and understand that I am agreeing to the following terms:

- This petition will not be processed until I have acquired the needed signatures and submitted the petition to the Western Covenant University office.
- Once signed and submitted, I will no longer be enrolled at Western Covenant University, even if I have submitted any registration for future quarters. I understand that if I wish to re-enter the school, I must apply for admission again according to WCU regulations.
- The date the office of WCU receives this form will be the official start date of the withdrawal petition, not the withdrawal date.

Student Signature Date

WCU Office Use Only:

Received on: ____/____/____ Official Withdrawal Date: ____/____/____

Admin Signature: _____ CAO Signature: _____