



Office of the Registrar
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UNDERGRADUATE

WITHDRAWAL FROM UNIVERSITY

Withdrawing from Marywood University

- If you intend to resume your education within two years, apply for a Leave of Absence instead of withdrawing.
- Once the withdrawal has been processed, you may request reactivation within two years.
- After two years, if you wish to resume your education, it is necessary to reapply by submitting an application to University Admissions. The catalog which is current at that time will apply and previously earned academic credits will be evaluated in light of their age and applicability to the current curriculum.

All information is required to process the withdrawal.
Student Information (To be completed by the student)

Last Name	First Name	Initial	

Street Address	City	State	Postal Code

(_____) _____	_____		
Preferred Contact Phone Number	Student Identification Number		

Reason for Withdrawal: _____

Effective Date: On the date I submit this form to the Office of the University Registrar (*semester deadline for dropping courses applies*)
 At the end of the current semester

Student Certification

I affirm that I have read the policy outlined above and am requesting to withdraw from Marywood University.

Signature of Student	Date

Clearance from University Offices (Obtain signatures in the order listed).

Library: _____	Date: _____
Cashier's Office: _____	Date: _____
Financial Aid Office: _____	Date: _____

Administrative Certification (To be completed by the Office of Academic Success)

Office of Academic Success Representative	Date

Office Use Only

Form Received: ____/____/____ Withdrawal Processed: ____/____/____ By: _____