



Withdrawal From All Courses

INSTRUCTIONS AND NOTES

1. Use this form to withdraw from all courses. To return to NYIT after one semester away (fall or spring), follow the regular registration process. To return after more than one semester away, file an application for readmission at the Office of Admissions. Visit nyit.edu/registrar/returning_students for more information.
2. After submitting this form you will be dropped from all of your courses for the term listed below. Dropping all courses may result in W or WF grades. Please contact your instructor for more information.
3. It is strongly recommended that you check with the Financial Aid Office and Office of the Bursar prior to submitting this form. Your financial aid may be reduced or canceled and/or you may be required to begin repaying your student loans.
4. Your immigration status may be affected. Please contact the Office of International Education for more information.

SECTION 1 (To be completed by the student)

Student ID **Last name** **First Name**

Address

Phone **Email**

I am withdrawing from the term below ONLY and plan on returning to NYIT at a later date. When?

I am withdrawing from NYIT and do not plan to return.

Reason for withdrawal

Term of Withdrawal

Please list all classes for the term you are withdrawing from:

Term	Subject, course#, and section	Credits

SECTION 2 (To be signed by the student)

By authorizing a registration or by dropping and/or adding or withdrawing or being dismissed from the courses I registered for this semester, I agree to be charged in accordance with the schedule set forth in NYIT's online catalogs and nyit.edu with respect to payment of tuition and fees, refunds, dropping and adding courses, and, withdrawal and dismissal policies and procedures. I agree to be bound by this registration form and abide by NYIT's rules and regulations set forth in NYIT's online catalogs and nyit.edu. I agree to pay my debt to NYIT for any amounts due for tuition and fees and other charges. If my charges are not paid when due, I agree to pay NYIT all fees and costs associated with the collection of my delinquent account. In addition to payment of the principal amount due, the additional fees and costs may include collection agency fees constituting 33 to 50 percent of the principal amount due if NYIT engages a collection agency to collect payment; legal fees of 33.3 percent of the principal amount due if NYIT engages legal counsel to collect payment; any and all interest on the outstanding balance at the maximum legal rate allowed by law and; any and all other costs associated with collection of the amount due NYIT. I understand my obligation to pay these additional fees and costs associated with collection of my delinquent account.

I have read the above and understand the implications of withdrawing from NYIT.

Signature **Date** **MM/DD/YYYY**

SECTION 3 (To be completed by the Office of the Registrar)

For office use only. For the purpose of calculating the Return of Title IV funds, the date the student began the institution's withdrawal process is the withdrawal date for Title IV purposes. Source: Federal Student Aid Handbook, Volume 5, Chapters 1 and 2. Reference: 34 CFR 668.22.

Withdrawal date for Title IV purposes

Registrar representative signature (Comments added to SIS) **Date** **MM/DD/YYYY**