

Northern Maine Community College

Student Withdrawal Form

OFFICIAL NOTIFICATION OF WITHDRAWAL



Student Name _____ Student ID# _____

Address _____ Phone _____

City/Town _____

State _____

Zip _____

Major _____

Reason for withdrawal:

Any student withdrawing from NMCC is expected to complete an official withdrawal form. When circumstances prevent this, the student or parents should write to the dean of students concerning the reason requiring the student to leave. The date of the withdrawal will be the date the student signs the withdrawal form. A grade notation of "W" (Withdrawal) will be recorded through the 12th week of the semester. After the 12th week, the grade earned is recorded and will affect the GPA.

Withdrawals prior to the end of the term may be subject to repayment of financial aid (refer to refund policy). A grade notation "AW" (Administrative Withdrawal) will be indicated on a student's academic transcript for those students who have been involuntarily separated from the college (examples: disciplinary dismissal, non-payment of bills, lack of attendance, etc.).

Student Submission Acknowledged by: _____

Student Submission/Sign: _____

☐

Via E-mail (see attached)

Date: _____

☐

Via Telephone

Date: _____

College Official Signature: _____

Date: _____

College Official/Counselor Comments:

Official Use Only

Exit Date: _____

Revised 8/2023