

Withdrawal Form

MSU Student ID#: _____

Graduate Student

Undergraduate Student

I am enrolled: Part-time Full-time

Last Name: _____

First Name: _____

Phone Number: _____

MSU Email Address: _____

Withdrawal Term: Fall Spring Winter Maymester

Summer1 Summer 2 Summer

Withdrawal Year: 20_____

Please tell us why you are leaving:

Academic Difficulty Financial Work/Time conflict

Family Obligations Illness Military

Other _____

Do you plan to return to Morehead State University in the future? Yes No

Before signing and submitting this document, it is strongly recommended you do the following:

- 1. Contact your academic advisor to discuss your withdrawal.**
- 2. Contact your financial aid counselor to discuss the financial implications of a withdrawal. This may affect your student loans, future financial aid and scholarships.**
- 3. Contact the Office of Accounting and Financial Services for questions about tuition, refunds, and your account balance.**
- 4. Contact the Office of Housing if you live in student housing.**

I understand that I am withdrawing from Morehead State University and all classes for this semester and that this does not eliminate my financial obligation to Morehead State University. I am still responsible for any charges owed to the University at the time I withdraw based on the University's refund/credit policy. MSU's Academic Calendar lists specific refund deadlines. If you received any federal financial aid, you may have to repay a portion of these funds.

Student Signature: _____

Date: _____

Submit your completed form by one of the following methods:

1. In person to the Office of the Registrar (Ginger Hall 201)
2. Email to: registrar@moreheadstate.edu . Email must be sent from your MSU email account.
3. Fax to: 606-783-9103
4. Mail to: Office of the Registrar, 201 Ginger Hall, Morehead, KY 40351

All requests for withdrawal must be received by 11:59 p.m. or be postmarked by the last day to withdraw as published in the university academic calendar