



Instructions:
Step 1: Complete information for the term and withdrawal reason.
Step 2: Submit to Dean of Students Office.
Step 3: Student returns to Records and Registration.

There is no Late Transaction Fee
for University Withdrawal.

Step One: To be completed by the **Student**.

UNM ID. Number	Date	TERM
Student Name		<p>All courses will be dropped for the above term. Applicable withdrawal grades will be assigned by instructors during the grading period.</p>
Student Signature		
You remain responsible for all Charges, Tuition, and Fees associated with your courses.		

Reason for withdrawal (check all that apply and provide additional information below or attach documentation):

<input type="checkbox"/> Academic Issue: Which college/ department? _____	<input type="checkbox"/> Instructor Conflict	<input type="checkbox"/> Military Obligation
<input type="checkbox"/> Financial Aid Issue ____ Lost scholarship ____ Not enough aid	<input type="checkbox"/> Medical Issue ____ Personal ____ Family	<input type="checkbox"/> Work Related Issue ____ Job change/transfer ____ Schedule change/conflict
<input type="checkbox"/> Family Issue		

Additional Information or staff followup:

Step Two: To be completed by the **Dean of Students Office** (University Advisement and Enrichment Center, Rm 280).

Required to withdraw from all courses.	_____ Dean of Students Signature	_____ Date
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Step Three: To be completed by the **Student**.
Return this form in person, with valid photo identification, to Records and Registration, Mesa Vista Hall - North
(One-Stop) or Student Support and Services Center.

If you have any questions, please contact the Dean of Students Office, 505-277-3361.

For Office Use Only:

Comments: _____

Processed By: _____ Date: _____