



## WILLIAM & MARY Graduate Arts & Sciences

### Student Withdrawal from Program Form

Use this form to withdraw from a graduate program. If you have preregistered for courses, you should drop all courses or submit a Drop or Withdraw from Courses Form to be processed by the Office of Graduate Studies.

Students who submit this form should meet with either the Director of Graduate Studies for the graduate program or the Chair/Program Director to learn the policies and regulations regarding withdrawals and readmission. International students should also meet with an International Student Advisor at the Reves Center.

Students who are receiving any type of financial aid should talk with a staff member of the Financial Aid Office before leaving campus to determine eligibility for future aid and any obligations for repayment.

Students leaving William & Mary are required to turn in their W&M ID card to the Dean of Students Office, return their parking pass, and follow all other relevant withdrawal procedures listed on the Dean of Student's website. Students should also consult with their graduate program for procedures regarding the returning of room/lab keys or other program specific requirements.

The student's withdrawal will be noted on the transcript.

After withdrawal, the student cannot be readmitted without reapplying to William & Mary.

#### Instructions

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Signatures required before returning the form:

- Student;
- Director of Graduate Studies or Chair/Program Director for student's graduate program.

Use your W&M email account when submitting forms to the OGS.



**WILLIAM & MARY**  
Graduate Arts & Sciences

OFFICE OF GRADUATE STUDIES  
Blow Memorial Hall (Suite 326), 262 Richmond Road  
757-221-1966 | dean-gsr@wm.edu

## Student Withdrawal from Program

Student's Name: John Brown Banner ID #: 939999999

Dept/Program: Physic Effective Date of Withdrawal: 2/1/2024

Degree:  M.A.  M.S.  M.P.P.  M.A./Ph.D.  M.S./Ph.D.  Ph.D.

### Reason(s) for Withdrawing:

- Financial resources not adequate  Conflict with employment  Uncertainty of objectives
- Dissatisfaction with academic progress  Family or other personal concerns
- Transfer to another university (name the institution): \_\_\_\_\_
- Other (please describe): \_\_\_\_\_

\_\_\_\_\_  
Student Signature Date

Department/Program: Is student receiving a stipend and/or tuition waiver?  Yes  No

\_\_\_\_\_  
Director of Graduate Studies: Print Name | Signature Date

\_\_\_\_\_  
Vice Dean for Research and Graduate Studies Signature Date

**OGS: Stipend/tuition status confirmed?** Date: \_\_\_\_\_ Investment in Student: \$ \_\_\_\_\_

Graduate Registrar \_\_\_\_\_