



ONLINE - University Withdrawal or Leave of Absence Form

Section 1: Instructions

1. If you do not wish to withdraw from all on-going courses, you must instead complete a Single Course Withdrawal form
2. Course Withdrawals can affect your financial aid eligibility - it is your responsibility to contact your financial aid counselor to discuss impacts to your eligibility *prior* to submitting this course withdrawal. Email questions to onlineFA@loyno.edu
3. Complete all fields - forms completed and signed electronically are preferred to printed copies
4. Return completed forms to:
 - NON-NURSING STUDENTS - return to registrar@loyno.edu
 - NURSING STUDENTS - return to nursing@loyno.edu

Section 2: Student Information

NAME (Last, First)

CWID

COLLEGE

PROGRAM

CAREER LEVEL

Select one:

**University
Withdrawal**

**Leave of
Absence***

Indicate semester of return

(1 year max)

**A Leave of Absence cannot be granted to: Graduate students with a GPA lower than 3.0; Undergraduate students with a GPA lower than 2.0; those transferring to another school; or to transient students.*

Effective as of:

SELECT PRIMARY REASON FOR WITHDRAWAL OR LEAVE OF ABSENCE:

Academic (A)

Employment (E)

Financial (F)

Health (H)

Personal (P)

COVID-19 (VR)

Transfer (TR) to:

Other (describe below)

Please provide a brief explanation of why you are exiting the program:

Section 3: Student Statement & Signature:

I acknowledge that the above information is accurate and I understand that withdrawing from the University may affect my degree progress, financial aid, veteran's benefits, and/or other areas. I have researched these issues and understand the possible implications of this action.

Signature

Date

(Utilize "Fill & Sign" or "Sign Document" option in Adobe to add signature)