



Office of the Registrar
 University of Massachusetts Boston
 Campus Center, 4th Floor
 100 Morrissey Boulevard
 Boston, Massachusetts 02125-3393
 617-287-6200, Fax 617-287-6242
www.registrar.umb.edu

Withdrawal Form Undergraduate

Please carefully read the attached information before completing this form.

First Name: _____ MI: _____ Last Name: _____

Phone #: _____ Email Address: _____ UMS#: _____

Mailing Address: _____ Apt No: _____

City: _____ State: _____ Zip Code: _____

Reason for withdrawal: (please check all that apply)

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Personal | <input type="checkbox"/> Difficulty with studies |
| <input type="checkbox"/> Transfer | <input type="checkbox"/> Military Duty |
| <input type="checkbox"/> Financial | <input type="checkbox"/> Other |

Please Note: International students must notify the Office of International and Transnational Affairs at 617 287-5586 before withdrawing from the university. **Failure to do so may result in termination of student status.**

Student's Signature: _____ Date: _____

Authorized College Signature: _____ Date: _____

College of Liberal Arts or College of Science and Mathematics:

University Advising Center CC-1-1100

College of Management:

Undergraduate Program Office M-5-603

College of Nursing and Health Sciences:

College of Nursing & Health Sciences Student Services S-2-015

College of Public and Community Service:

Office of Student Services W-4-151

Non-Degree Students:

One Stop Center CC-UL-120

Two copies of this completed form must be taken to the One Stop Center (CC-UL-120), along with photo identification, within 5 days of the authorized college signature date.

For office Use Only:

Financial Aid Signature: _____ Date: _____

Processed by (Registrar): _____ Date: _____

Withdrawing from the University of Massachusetts Boston:

For CLA, CSM, CM and CN: **University Withdrawal** may be requested **up to the last day of classes in the fall and spring semesters**; it will result in grades of "W" for all courses in which you are enrolled.

Returning to UMass Boston:

1. You must contact the Office of the Undergraduate Registrar or visit the One Stop Center to initiate readmission. If possible, please do so in October for the spring semester, and March for the summer and/or fall semesters.
2. There is a \$25 fee for readmission.
3. If your GPA or Academic Progress is below that required for good academic standing, you must follow the procedures outlined by your College to apply for readmission.

Remember: incomplete grades which are not finished within one calendar year will change to failures, which may affect your reinstatement.

NOTE: Students who are not enrolled in classes at UMass Boston for four or more consecutive academic semesters may be responsible for meeting any new requirements implemented during their period of absence.

Your Financial Aid status:

Withdrawing from the University may have an impact on your Financial Aid. If you are receiving (or have **ever** received) any kind of Financial Aid, you **MUST** speak with a Financial Aid counselor at (617) 287-6300 or visit the One Stop Center (CC-UL-120) before withdrawing.

It is your responsibility to secure a clearance signature from the Financial Aid Office (@ One Stop Center) even if you have never received Financial Aid.

NOTE: If you leave UMass Boston with an unpaid balance, you will not be able to register for future classes at UMass Boston until your bill is paid in full.

University Withdrawal becomes effective ONLY when this form is completed with proper signatures and two copies are taken to the One Stop Center (CC-UL-120), along with photo identification, within 5 days of the authorized college signature date.