

# University Withdrawal Policy

If students wish to withdraw from the University, they should complete and submit the electronic [Withdrawal Form](#) through the University Portal

Once the form is electronically submitted, the student receives an immediate email to their personal email address confirming receipt of the request and the request is automatically sent to the Office of the University Registrar, which is the designated office for notification of a withdrawal.

Students are advised to seek counseling from the Dean of Students and their Faculty Advisors prior to withdrawal.