



5200 N. Lake Road, Merced, CA 95344 / Information: (209) 228-2734 / registrar.ucmerced.edu

Before considering a complete withdrawal students are urged to consult an academic advisor, the Office of Financial Aid and Scholarships, and Student Business Services, if appropriate, to consider the full implications of this action. Please see the Schedule of Fee Refunds policy in the catalog for specific details on refund rules. Students who fail to submit an approved petition for cancellation/ withdrawal will receive an F, NP, or U grade, as appropriate, for all courses in which they are enrolled for that term. Return completed form, with all necessary signatures, to Students First Center. Incomplete forms will not be accepted.

Continuing students: Must complete sections **A, B,** and **C,** and return this completed form after obtaining all required signatures to the Students First Center. Forms without all required signatures will not be accepted.

New students, prior to the first day of instruction: Must complete sections **A** and **B** and return this completed form to the Students First Center.

A. Personal Information Undergraduate Graduate Other UCM ID Number _____
Last name _____ First _____ Middle _____
Phone number(s) _____ E-mail address _____
Home Address _____
City _____ State _____ Zip _____

B. Cancellation/Withdrawal Information

Semester: Fall: _____ (Year) Spring: _____ (Year) Summer: _____ (Year)
I have: registered for courses attended a class paid fees

Please provide a reason and rationale for cancelling/withdrawing:

I certify that I am the above named person, the information I have provided is accurate, and I have read, understand, and accept the instruction and polices regarding my cancellation/withdrawal from UC Merced. I understand that I am responsible for checking my student account and paying any charges that may result from this action.

Student Signature _____ Date _____

C. Required Signatures

Advisor: _____ Date: _____
Dean: _____ Date: _____

Office Use Only:
Fin Aid Signature: _____ Date : _____
Title IV? Yes No
Registrar: New student in 1st Semester? Yes No By: _____
Effective Date: _____ Code: _____
Processed date: _____ By: _____ Copy for FA
Updated on 8/25/09