COURSE(S) WITHDRAWAL FORM

The Registrar's Office
info@stmu.ca
Administration Building, 1st Floor

SECTION 1: To be completed by the student

STUDENT INFORMATION

Student ID #	0	0	0	0						
Last Name										First Name
StMU Email										Current Program of Study

COURSE INFORMATION

Course Code & Number (e.g., SOCI 201)	**Section Number** (e.g., 1)	**Professor**	**Term** (e.g., Fall 2026)

If you have withdrawn from all of your courses, will you be returning to St. Mary's University next semester? ○ Yes ○ No ○ N/A (cohort-based program)

Declaration:

- I understand that withdrawing from the course(s) listed above will result in a grade of '*W*' appearing on my academic transcript and that I owe tuition and fees for those course(s).
- If applicable, I understand that I may lose my eligibility for student loan funding and that the appropriate funding body will be notified.
- If applicable, I understand that withdrawing from a course in a cohort-based program may impact my progression in the program and the ability to continue in the next term.
- Students are not permitted to withdraw from more than 25% of their degree program credits (e.g., 120-credit degree - up to 10 courses or 30 credits; 90-credit degree - up to 7 courses or 21 credits; 60-credit diploma - up to 5 courses or 15 credits).

Student Signature_____ Date_____

SECTION 2: To be completed by the Enrolment Services Officer

Registration Status ○ Full Time ○ Part Time ○ No Longer Attending (P.I.T)

Notified Professor ○ Yes ○ No

Date Received	Date Completed	Staff Initials

SECTION 3: To be completed by the Financial Aid and Awards Officer

Financial Aid ○ Yes ○ No **Notified Lender** (if applicable) ○ Yes ○ No (still Full Time) ○ N/A (No Financial Aid)

Date Received	Date Completed	Staff Initials

Privacy Statement:
The personal information collected on this form will be used for the purpose of providing services to students and maintaining student records. The information is collected, used, disclosed and protected in accordance with Alberta's Personal Information Protection Act and St. Mary's University Privacy Policy. If you have any questions about the collection and use of this information, contact the Privacy Officer at 403.254.3132 or privacy@stmu.ca.

Revised February 2026