Things to Consider When Performing a Complete Withdrawal

After processing a complete withdrawal from The University of Arizona you are no longer considered a current student at UA. This is important to understand because University resources will no longer be available for your use. You may be eligible to return next semester without having to be readmitted if you officially withdraw. This worksheet will help you understand some of the ramifications of performing a complete withdrawal.

- **Have you talked with your academic advisor?**
  We strongly recommend that you talk with your academic advisor before withdrawing from your classes. Your academic advisor is the best person to talk with about what impact your withdrawal will have on your academic program and your eligibility to return. If you aren’t sure who your academic advisor is, check under Advisor(s) on the side menu of your Student Center, or call the Advising Resource Center at (520) 626-8667, or check online at http://advising.arizona.edu.

- **Is your cumulative GPA below 2.0?**
  Students who withdraw from the University with a GPA below 2.0 may not be eligible to return, so talking with your academic advisor is especially important if this applies to you. If you're not sure what your cumulative GPA is, you can find this information through UAccess Student Center, Academic/Statistics tab.

- **Do you have a balance on your Bursar's account?**
  Settling your Bursar’s account is an important part of the withdrawal process. Having a balance for tuition, fees or other services on your Bursar’s account may make you financially ineligible to register for classes and/or obtain official transcripts. For more information, please contact the Bursar’s Office at (520) 621–3232, or read more online at: http://www.bursar.arizona.edu/ar-collections/financial_ineligibility.asp.

- **Do you receive Federal Financial Aid?**
  Depending on when you withdraw, you may be required to repay all or part of the financial aid that has been disbursed for the term. Withdrawing may also make you ineligible for aid in the future semesters, even if you decide to continue your education at another institution. For more information, please contact the Office of Student Financial Aid at (520) 621–1858, or read more online at: https://financialaid.arizona.edu/managing-my-aid/withdrawal-and-return-title-iv-funds-r2t4-policy.

- **Do you have any scholarships or grants?**
  Performing a withdrawal also has the potential to affect future scholarship/grant awards. For more general information please see https://financialaid.arizona.edu/scholarships/. For more information about your personal situation, please contact the Office of Student Financial Aid at (520) 621–1858, or your private scholarship granting agency.

- **Are you an international student?**
  International students who are withdrawing from the University are required to meet with an advisor at the International Student Programs and Services to review the impact this will have on their immigration status. Please call (520) 621–4627 to schedule an appointment.

- **Are you withdrawing because of a personal health issue?**
  If you are withdrawing for medical reasons, you may submit documentation for consideration of a medical withdrawal and a full or partial refund. For more information about medical withdrawal, please contact Campus Health Service at (520) 621-6489 or http://www.health.arizona.edu/health_services_medical_withdrawal.htm.

If the student is incapacitated contact the Office of Registration and Transcripts at 520-621-3113 for assistance in the process.
- **Are you currently receiving ongoing healthcare from Campus Health/CAPS?**
  Withdrawing from the University may make you ineligible to use the services provided by Campus Health/CAPS. If this will be an issue for you and you would like more information on this policy, please call the Campus Health Service at (520) 621–3334.

- **Do you live in a residence hall?**
  By performing a complete withdrawal, you will no longer be eligible for campus housing. You will need to see your RA or Community Director to properly check out of your room. If you would like more information concerning a release from your Housing Leasing Agreement, you can talk with your RA or Community director, or call Residence Life at (520) 621–6501.

- **Do you go to the Student Rec Center?**
  After performing a complete withdrawal you may become ineligible to use the Student Recreational Center without paying a fee. For more information on Rec Center membership, please call the Department of Campus Recreation at (520) 621–8702, or read about it online at: [http://rec.arizona.edu/membership/student](http://rec.arizona.edu/membership/student)

- **Do you use the services provided by the UA library?**
  You must be an enrolled student, faculty member, or staff member to check out library materials without paying a fee. For more information, contact the Main Library Information Desk at (520) 621–6406 or read about it online at [http://www.library.arizona.edu/services/borrowing/privileges](http://www.library.arizona.edu/services/borrowing/privileges).

- **Do you have a student parking permit?**
  Depending on when in the semester you withdraw, you may be required to turn in your parking permit. For more information, please call Parking and Transportation Services at (520) 626–7275.

- **Do you have an on-campus student job?**
  If you are not enrolled in classes, then you cannot be employed in a student job. If you have any questions about the status of your on-campus job, contact your employer.

- **Do you have a Code of Conduct case at the Dean of Students Office?**
  Students who withdraw from the University are not eligible to participate in UA’s Diversion Program. A withdrawal can result in registration holds being placed on your account or the transfer of your case back to the courts system/referring agency for adjunction. Contact the Dean of Students office at (520) 621–7057 for more information.

If you know you won’t be returning to The University of Arizona next semester...

- **Have you considered taking an official Leave of Absence?**
  In certain circumstances, students *in good standing* with the University may apply for an official Leave of Absence. This allows students to return to UA after a one or two semester absence from campus without having to go through the readmission process. If you are interested in learning more about applying for an official Leave of Absence, please contact your academic advisor or your College Dean’s office.

  **Official Leave of Absence** requests must be submitted prior to the start of the semester; see [Dates and Datelines Calendar](http://dates.arizona.edu).

If you have any further questions about the Complete Withdrawal Process, please contact the Office of Registration and Transcripts for further assistance, Administration Building, Room 210, (520) 621-3113, [REG-reghelp@email.arizona.edu](mailto:REG-reghelp@email.arizona.edu).