MONTANA STATE UNIVERSITY BILLINGS REQUEST FOR UNIVERSITY WITHDRAWAL (ALL CLASSES for the SEMESTER noted)

Student's Name (LAST)	(FIRST)		(MIDDLE)	
, ,	. ,	Dhana #	,	
ID#				
Email Address:				
Mailing Address:				
City:		_ State:	Zip: _	
Term/Year Withdrawing From: Fall	Spring	Summer	Year	
Last Date Attended Classes (MO/DAY/YEAR):				
REASON FOR LEAVING SCHOOL (indicate all that apply):				
For Employment		Low or failing	grades	
Financial Reasons		Not attending classes		
ExplainFamily/Personal Obligations	_	Not interested in school		
Family/Personal Obligations		Problems adjusting to school demands		
Child Care		Explain Met academic goals (pre-program, degree)		
Marriage		Met academic goals (pre-program, degree)		
Transportation		Instructor Conflict		
No family support to stay in school		Explain		
Other Illness or Medical Treatment	_	Transferring		
		To ? Discipline/Conduct Issues		
Responsibilities due to pregnancy Covid				
=		Other (Not Listed) Specify		
Other Join the Military	_	Specify		
Comment(s):				
STUDENT'S FUTURE PLANS				
Return to MSU Billings		Seek Job Train	ing	
Transfer to another institution		Find Employment		
Go to Graduate School		Other		
Do not plan to finish my education				
IMPORTANT NOTE: REFUND OF TUITION AND FOLICY AS STATED IN THE CURRENT UNIVERSIT THIS FORM IS INITIATED WITH THE MSU BILL. We recommend you thoroughly check into the academic (Y CATALOC INGS Advisi	G. REFUNDS ARE CA ng, Registrar or Jacket	LCULATED Student Cent	BASED UPON THE DATE ral Office.
procedures before finalizing your request to withdraw from			cholarships), a	and retuind deadimes/dates/and
All legal means will be used to collect any unpaid loans. I which may be based on a percentage at a maximum of 33 University incurs in such collection efforts.				
SIGNATURES REQUIRED FROM THE OFFICES LISTED BELOW:				
Student's Signature Da	ite A	dvising/Jacket Studen	t Central	Date
				☐ HAS Aid ☐ NO Aid
Business Services Da	ite F	inancial Aid	Date	
Registrar's Office/Igoket Student Central		Date Form Processed - Registrar's Office ONLV		
Registrar's Office/Jacket Student Central		Date Form Processed - Registrar's Office ONLY		

MONTANA STATE UNIVERSITY BILLINGS REQUEST FOR UNIVERSITY WITHDRAWAL (ALL Classes for the SEMESTER noted) INSTRUCTIONS

If you are registered, have confirmed your bill, and want to drop ALL of your classes for the current/upcoming term, please use this University Withdrawal Form.

The intent of this form is for students who wish to initiate a full withdrawal (all classes in a given semester) from MSU Billings including City College. If you are seeking instead to drop one or more courses and still remain enrolled for the semester, or the semester has concluded and you are wanting to retro-actively drop courses, please contact the Registrar's Office 406-657-2158 for a different form.

In processing this form, you understand the following:

- Students who officially withdraw during the first fifteen days of an academic term will not have the coursework reflected on the transcript. Students who withdraw after the first fifteen days will receive a grade of "W" (Withdrew) in all classes.
- "W" grades, while having no GPA impact, still count as attempted credits for academic, billing, and financial aid purposes. No grades, including those of "W" are subject to removal from the academic transcript.

Please also note that withdrawing from all classes in a given semester can significantly impact other funding and eligibility. We encourage you to work with other offices (intercollegiate athletics, international programs, military and veterans success, financial aid and scholarships) to be sure this is in your all-around best interest.

A student who receives Federal Financial Aid has the responsibility to attend and successfully complete all classes during a registered semester. If a student withdraws from college, officially or unofficially, they may be required to **repay** all or part of the financial aid that was received.

More information about No Show Reporting and Return of Title IV Funds are available at: https://catalog.msubillings.edu/undergraduate/admissions-registration/

If you are receiving VA educational benefits, military tuition assistance or waivers, please be advised that any withdrawals or changes to enrollment may negatively impact these benefits. It is recommended that you contact the Military and Veterans Success Center (406-657-2968), prior to making any changes, in order to mitigate out of pocket expenses.

Questions? Contact us:

Registrar's Office 1st Floor West – Administrative Building (formerly McMullen Hall) 406-657-2158 registrar@msubillings.edu

Jacket Student Central 3803 Central Avenue 406-247-3007 ccadmissions@msubillings.edu

Business Services Student Accounts
Basement – Administrative Building (formerly McMullen Hall)
406-657-2140
businessoffice@msubillings.edu

Financial Aid and Scholarships 1st Floor East – Administrative Building (formerly McMullen Hall) 406-657-2188 finaid@msubillings.edu