



OFFICIAL
WITHDRAWAL
FORM

Directions: The student should answer all questions.

STUDENT ID NUMBER _____

LAST NAME, FIRST NAME, MIDDLE _____

DATE OF BIRTH _____

STREET ADDRESS _____

CITY _____

STATE _____

ZIP CODE _____

COUNTRY _____

TELEPHONE _____

CURRENT PROGRAM _____ DEGREE ____ DIPLOMA ____ CERTIFICATE ____

STATUS (CIRCLE ONE) DEV/ PROVISIONAL / REGULAR

ADVISOR: _____

PROGRAM WITHDRAWAL INFORMATION

EMPLOYER INFORMATION

Name: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Email: _____

Phone #: _____

Contact: _____

A. REASONS FOR LEAVING PROGRAM EMPLOYMENT STATUS

PRIOR TO COMPLETION (CIRCLE ONE ONLY) (CHECK ONE ONLY)

1. Academic Deficiency

2. Disciplinary

3. Financial

4. Personal

5. Medical

6. Moved

7. Deceased

8. Completed Personal Objective

9. Other _____

1. EMPLOYED IN FIELD _____

2. EMPLOYED IN RELATED FIELD _____

3. EMPLOYED IN UNRELATED FIELD

4. UNEMPLOYED _____

5. STATUS UNKNOWN _____

6. CONTINUED EDUCATION _____

7. MILITARY _____

8. UNAVAILABLE FOR EMPLOYMENT

9. REFUSED EMPLOYMENT _____

10. EMPLOYED IN FIELD AND
CONTINUING EDUCATION _____

11. EMPLOYED IN RELATED FIELD
AND CONTINUING EDUCATION _____

12. EMPLOYED IN UNRELATED FIELD
AND CONTINUING EDUCATION _____

COMPLETION OF THIS FORM DOES NOT AUTOMATICALLY ENTITLE STUDENTS TO A REFUND. TO RECEIVE A REFUND STUDENT MUST WITHDRAW DURING THE FIRST THREE CALENDAR DAYS OF THE SEMESTER. TO DROP A CLASS EMAIL: Registrar@westgatech.edu .

Pell Recipients – Withdrawing from class may result in a recalculation of your Title IV award. You may owe Title IV fund back to WGTC.

STUDENT'S SIGNATURE: _____ DATE: _____

STUDENT SERVICES (IF NEEDED): _____ DATE: _____

As set forth in its student catalog, West Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law).

The following persons have been designated to handle inquiries regarding the non-discrimination policies: Equity (Title IX) Coordinator, Dean of Students, 770.537.5722, 176 Murphy Campus Blvd., Waco, GA 30182. ADA (Section 504) coordinator is Executive V.P. of Administrative Services, 678.664.0533, 401 Adamson Square, Carrollton, GA 30117.