

University of Maine at Fort Kent
Course Drop/Term Withdrawal Form

- This form is used to drop from individual course(s) and/or withdraw from a term (drop all classes for an entire term).
- Before dropping a course, you should consider any possible impact on status, eligibility, and services and should contact offices such as Financial Aid, Business Office, Registrar, Residential Life, Athletics, Student Life.
- If your drop or withdrawal is initiated after the add/drop period (as defined in the academic calendar) a grade of W will be assigned for each class.

The form must be filled out completely & include all signatures to be accepted by the Registrar's Office. Students enrolled in on-campus courses need to submit their forms in person. Students enrolled in UMFK online programs (both degree-seeking and non-degree), may submit the completed form through their instructor either by fax, or by scanning and emailing.

(Please Print Clearly)

Name: (Last, First): _____ Student ID _____

Address: _____

Phone: _____ Term: Spring _____ Summer _____ Fall _____

Email: _____ Check if receiving G.I. Bill/VA Educational Benefits

List courses to be dropped individually below or check here if dropping all classes

SUBJ	Course #	SEQ	Title

Are you currently enrolled in a degree program at UMFK Yes No

Last Date of Attendance: _____ Effective Date of Withdrawal: _____

Reasons(s) for Drop or Withdrawal:

- Financial reasons – please specify: _____
- Transferring to another school --please specify: _____
- Personal – please specify: _____
- Other – please specify: _____

I understand that I am responsible for any financial obligations owed to the University. I understand that Financial Aid is awarded for the entire semester and that by withdrawing some of my aid (including loans) may need to be returned, depending on how much of the semester I completed. I understand that, if I live in the residence halls, it is my responsibility to meet with a member of the Residential Life Office staff and complete the required paperwork, including a Residential Hall Withdrawal Form. Signing below indicates my understanding

Check if you are an international student

Student Signature: _____

Date: _____

For Office Use Only: