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**WITHDRAWAL FORM**

(See [ga.rice.edu](http://ga.rice.edu), "Leaves, Interruptions of Study and Withdrawal")

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Department \_\_\_\_\_ Effective Date of Withdrawal: \_\_\_\_\_

Student Name \_\_\_\_\_

Student ID # \_\_\_\_\_

The REQUIRED written request from the student is attached to the form (an e-mail is acceptable)

1. Is the student currently registered?  Yes  No

2. Is the student receiving a salary/stipend?  Yes  No

- If yes, has a termination been completed through HCM for an RA/TA or a Fellow stipend?  
 Yes  No

3. If this is an international student, has OISS been consulted?  Yes  No

Department Contact: \_\_\_\_\_ Phone Ext. \_\_\_\_\_

Acknowledged by Chair: \_\_\_\_\_ DATE: \_\_\_\_\_

Approved by OISS: \_\_\_\_\_ DATE: \_\_\_\_\_

Received by GPS (initials) \_\_\_\_\_ DATE: \_\_\_\_\_

**"I understand that I am no longer a Rice Student and must petition for readmission."**

([ga.rice.edu](http://ga.rice.edu), 'Leaves, Interruptions of Study and Withdrawal,' 'Nonenrollment Restrictions')

Student Signature: \_\_\_\_\_  
(an email is acceptable)

RETURN TO GRADUATE COORDINATOR FOR SUBMISSION