

# BREWTON-PARKER COLLEGE

OFFICE OF THE REGISTRAR (Phone) 800. 342. 1087, EXT. 241  
(FAX) 912. 583. 4816

## INTENT TO WITHDRAW

If you have already registered, but do not plan to attend, you must withdraw prior to the published drop/add deadline in order to avoid academic and financial responsibility for the semester.

To do so, complete this form and submit it to the registrar's office in person, by mail, or by fax. If you are taking classes at an external campus, you may give the completed form to the site director to be sent to main campus. ALWAYS keep a copy of your actions and note how it was sent and to whom.

**It is your responsibility to verify that the withdrawal request was received and processed.**

Student: \_\_\_\_\_ SSN: XXX – XX – \_\_\_\_\_  
Last First

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Complete one category:

\_\_\_\_ Main Campus Student

\_\_\_\_ Residential student

\_\_\_\_ Commuter

\_\_\_\_ External Programs Student

\_\_\_\_ Baxley

\_\_\_\_ Norman Park

\_\_\_\_ Savannah

\_\_\_\_ Glennville

\_\_\_\_ Hinesville

\_\_\_\_ Newnan

\_\_\_\_ Cohort Program Student

\_\_\_\_ Savannah

\_\_\_\_ Newnan

\_\_\_\_ Mt. Vernon

This is notification that I am withdrawing from all classes at Brewton-Parker College for the following term:

Year: \_\_\_\_\_ Spring Summer Fall [or] Cohort Term: \_\_\_\_\_

I understand that:

- I will be charged a \$50.00 withdrawal fee
- Financial Aid will be notified and all awards will be adjusted accordingly
- If I am assigned to a residence hall, my reservation for that room will be cancelled
- I will not be responsible for this semester financially if this is submitted by the final posted drop/add date
- I will receive email verification if an address is given above
- If I decide to re-enroll in a subsequent semester, I will need to contact the admissions office for re-admission
- If I re-enroll, I will come under the degree requirements in the catalog at the time I begin again

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date