



VOLUNTARY WITHDRAWAL FROM GRADUATE PROGRAM

STUDENT INFORMATION:

		Student Number:	
Given Name:		Family Name:	
Email:		Telephone:	

Please withdraw student from: _____ in _____
Degree Graduate Program

Requested Date of Withdrawal: (yyyy/mm/dd) _____

IMPORTANT: This date should be the date the student was last active in the program / last used UBC resources.

Please see <http://www.grad.ubc.ca/current-students/managing-your-program/voluntary-withdrawals> for additional information on voluntary withdrawal.

A student wishing to withdraw voluntarily from the University must notify his or her graduate program advisor in writing. **The program must send a copy of the student's written request** to the Faculty of Graduate and Postdoctoral Studies with this form.

Copy of withdrawal notification from student: Memo or email attached

Does student have any Awards? Yes No

Retroactive withdrawal requests are normally not approved by G+PS unless the graduate program confirms in writing that the student did not attend or use any university resources as of the requested date of withdrawal.

Please check box for retroactive withdrawal requests:

I confirm that the student named above did not attend or use any university resources as of the requested date of withdrawal.

Comments from program:

Please note that this form will not be processed for students who have outstanding fees.

Approval of Supervisor:

Signature Name (please print) Program Date (yyyy/mm/dd)

Approval of Graduate Program Advisor or Head of the Graduate Program:

Signature (must be different from above) Name (must be different from above) Program Date (yyyy/mm/dd)

Graduate Studies use only:	
_____	_____
Date of Approval	Signature of G+PS Clerk