

Withdrawal Request Form

Student Information (Student)

Student Name: _____ NU Student ID: _____

Student Email: _____ Program Name: _____

Program Term: _____ Program Year: _____

Program Type (Check One): Dialogue of Civilizations Study Abroad Global Quest Global Co-op Other

Reason for Withdrawal (Check one)

Courses

Visa

Co-op

Leave of Absence

Financial

Other

Please Explain: _____

Withdrawal Agreements (Please read thoroughly and sign below)

By signing and submitting this form, I request that Northeastern University withdraw me from participation and concurrent enrollment in the international opportunity indicated above. My withdrawal may take several business days to take effect in Banner from the date this form is received by the Global Experience Office. The date the form is received by the Global Experience Office is the official date of withdrawal. I understand and agree to the withdrawal policies specific to my program as well as the withdrawal policies of GEO. I am aware that I may be responsible for any withdrawal charges and/or non-recoverable costs of the program and understand that these costs may be significant.

Student Signature: _____ Date: _____

PLEASE SUBMIT COMPLETED FORM ELECTRONICALLY OR IN HARD COPY TO GEO.

Withdrawal Steps (GEO Advisor, as needed)

Update Salesforce record

Contact OGS (International Students)

Verify Scholarship record

Contact WeCare/ UHCS (Emergency/ Medical)

Verify Honors Student

Update Student Credits and Charges list

Contact Partner/ Faculty Leader

Contact Student, copying Academic Advisor

Date Received: _____ Date Withdrawn: _____

GEO Advisor Signature: _____

Course Withdrawal (Student Records Coordinator)