

Section A: Application procedure

- Complete this form and obtain all required signatures in the order indicated. Return form along with your student ID card to your Program Administrator. Students whose academic standing is WITHDRAWN are not required to complete this application.
- The withdrawal is effective on the date that the COMPLETED form is authorized by the Vice-Provost and Dean's Office, YSGS (Section E below). Please refer to the [Significant Dates](#) for deadline dates to withdraw.
- Any applicable tuition refund will be processed within 30 days by the Student Fees Office, at which point you can [request a refund through RAMSS](#).
- For information on food contract refunds, contact the [One Card Office](#).

Section B: Student information

Student ID:		Ryerson.ca email:	
Degree Program (e.g., Fashion MA):			Current term:
Legal Surname:		Legal given name:	
Apt no:	No. and street address:		City/Town:
Province/State:	Postal code:	Phone no. (incl. area code):	
Reason for withdrawal:			
Are you receiving OGS or Tri-Council funding?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, please specify:
Do you currently hold a TA/GA Position?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, hiring Dept:
Do you currently hold a RA Position?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, hiring Dept:
Are you currently receiving any other funding that depends on full or part-time enrolment such as a stipend?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, please specify:
Student signature:			Date:

Section C: Program authorization

I have discussed this withdrawal with the above-named student, and have verified the financial information above.

Print name: _____ **Signature:** _____ **Date:** _____

Section D: Library Circulation Desk. Confirming the library has no claim against this student

Print name: _____ **Signature:** _____ **Date:** _____

Section E: Vice-Provost and Dean's Office, YSGS authorization

Print name: _____ **Signature:** _____ **Date:** _____

Circulation: Program Operations Support/Student Records Fees