



## STUDENT RESIGNATION/WITHDRAWAL FORM

<b>Last Name</b>	<b>First</b>	<b>M.I.</b>	<b>Major</b>	<b>Academic Year</b>	<b>Term</b>	<b>Student ID Number</b>

**1. Student Signature Required**  
 I hereby resign/withdraw my current enrollment at Tysons College for the term indicated above.  
**I understand that this does not relieve me of any financial obligation to Tysons College**  
**I understand that my M1 status will be terminated on the date when my request is received by ISO**  
**I understand that if I have not applied for a different status, I am required to leave the United States immediately.**

Reason for resignation/withdrawal: \_\_\_\_\_  
 \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(student)

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**2. International Student Office (ISO use only)**  
 Resignations and withdrawals are **effective on the date received by the International Student Office**, unless otherwise indicated by the Designated School Official. Please indicate effective date, if desired.

EFFECTIVE DATE \_\_\_\_\_  
(ISO Use Only)

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(Dean)

**IF YOU ARE REQUESTING A RESIGNATION , PLEASE READ CAREFULLY:**

\* The following refund policies shall apply:

Notice of Withdrawal	Percentage of Refund
Two weeks before commencement of course	100%
Within two weeks of commencement of course	50%
On or after commencement of course	N/A

If you have any questions about the resignation you need to speak with DSO.