

**BERRY COLLEGE**

**WITHDRAWAL FORM**

Name \_\_\_\_\_ Student No. \_\_\_\_\_

Social Security No. \_\_\_\_\_ Date of Birth \_\_\_\_\_

Classification: Freshman \_\_\_\_\_ Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_ Advisor \_\_\_\_\_

How many semesters have you been at Berry? \_\_\_\_\_

My last day in classes was / will be (date) \_\_\_\_\_

Do you plan to return to Berry? No \_\_\_\_\_ Yes \_\_\_\_\_ When \_\_\_\_\_

Reason for withdrawal \_\_\_\_\_

Major \_\_\_\_\_ Campus P.O. Box # \_\_\_\_\_

Commuter \_\_\_\_\_ Resident \_\_\_\_\_ Residence Hall \_\_\_\_\_ Telephone No. \_\_\_\_\_

Forwarding Address \_\_\_\_\_  
\_\_\_\_\_ Telephone No. \_\_\_\_\_

Check if you are receiving: Federal Perkins Loan \_\_\_\_\_ Georgia Tuition Grant \_\_\_\_\_  
VA Benefits \_\_\_\_\_ Federal Stafford Loan \_\_\_\_\_

I understand that any remaining financial obligations to Berry College will be deducted from my account and that the Registrar will not release copies of my academic record until all such obligations have been cleared.

NOTE: For refund of the housing deposit, this form must be received by the office of the Dean of Academic Services by the final date of the official pre-registration for the subsequent semester. The form for this refund must be completed in the office of residence life before any refund can be authorized.

\_\_\_\_\_  
*Student's Signature*                      *Date*                      *Advisor's Signature*                      *Date*

For Office Use Only:

Business Office: Financial Obligations: Satisfactory \_\_\_\_\_ Unsatisfactory \_\_\_\_\_

\_\_\_\_\_  
Business Office Approval Signature                      Date

Office of the Dean: Request approved \_\_\_\_\_ Letter sent to student \_\_\_\_\_ (date)  
Copy to advisor (s) \_\_\_\_\_ (date)

*Distribution of form: Original – Office of Registrar*

*Financial Aid Office                      Business Office*  
*Dean of Academic Services                      Dean of Students*