

Last Name:

Email Address:

First Name:

Current Program:

Student ID Number:

Phone Number:

Please withdraw me from the following course(s):

Course 1: Instructor: Start Date:

Course 2: Instructor: Start Date:

Course 3: Instructor: Start Date:

Course 4: Instructor: Start Date:

Once course registration is processed, the following regulations apply:

Early Withdrawal: I am withdrawing **prior to the course start date** OR **no later than one month after the course start date** and request a refund less the course withdrawal processing fee. Please note that this fee may be prorated for 1- and 2-credit courses. Any money will be refunded back to the original form of payment (E.g. credit card, government loan) after the course withdrawal request is processed.

Withdrawal after 30 days: I am withdrawing 30 or more days after the course start date and I am no longer eligible to receive a refund.

IMPORTANT:

- Please ensure that you have reviewed all applicable program regulations (relating to program status, re-registrations, and withdrawals), and have consulted an Academic Advisor with any questions prior to submitting your form.
- Students enrolled in a Faculty of Health Disciplines course are permitted one registration and one re-registration for each course. Subsequent registrations in the same course will require approval of the Graduate Program office.
- DO NOT RETURN COURSE MATERIALS. Once delivered, all course materials are the property of the student—no further refund will be awarded for returned materials.
- If you are currently in a clinical or practicum course, or you have submitted a Typhon Request Form(s) for an upcoming placement, please send an email (not this form) to the appropriate area:
Nurse Practitioner: fhdytyphonadmin@athabascau.ca OR *Counselling: gcappacticumadmin@athabascau.ca* advising them you are withdrawing from the course. This will ensure your Typhon information is updated.

Please submit your completed form or any questions to us at:

NURSING & HEALTH STUDIES PROGRAMS

OR

COUNSELLING PROGRAMS

Email: cnhsgrad@athabascau.caEmail: gcapadmin@athabascau.ca

You will receive confirmation of form receipt—by email only—within 5 business days.

Student Signature_____
Date