OntarioTech
Graduate &
Postdoctoral Studies

Graduate Studies - Request for Program Withdrawal
School of Graduate and Postdoctoral Studies
Ontario Tech University
2000 Simcoe Street North, Oshawa, ON L1G 0C5

905.721.8668 ext. 6209
905.721.3062 (fax)
ontariotechu.ca/gradstudies
gradstudies@uoit.ca

WHAT?	This form is used for graduate students requesting to withdraw from graduate studies. Any applicable refund will automatically be applied to the student's account. Refer to the Graduate Academic Calendar for refund deadlines. Students who withdraw are not permitted to continue in the program unless a formal application for re-admission is submitted and approved by the faculty and SGPS.
WHO?	The form must be signed by the student, supervisor/co-supervisor (if applicable) and graduate program director. The faculty will then send the form to SGPS for final review, approval and processing.
WHEN?	The length of time for requests to be processed varies based on the nature of the change and the faculty involved.

To be completed by the student:

Last name

_____

First name

_____

Ontario Tech University Student Number

_____ _

Program

_____

OntarioTechu.net email address

_____

Effective term of withdrawal

_____

Status in Canada:

Domestic   *International

*Program withdrawal may be reported to Citizenship and Immigration Canada, upon their request.

Reason for withdrawal:

Student's signature _____ Date _____

To be completed by the supervisor/co-supervisor (if applicable), graduate program director and Associate Dean of Graduate and Postdoctoral Studies:

_____	_____	_____	_____
Supervisor signature (if applicable)	Co-supervisor signature (if applicable)	Graduate program director signature	Dean of SGPS/designate signature
_____	_____	_____	_____
Date	Date	Date	Date
Approved Declined	Approved Declined	Approved Declined	Approved Declined

FOR SGPS USE ONLY:

Processed by _____ Signature _____ Date _____

        Withdrawal reported to International Student Advisor by GARO