

The Catholic University of America

Office of the Dean of Students

Washington DC 20064

(202) 319-5619

Fax: (202) 238-2043

Request for Academic Leave, Term Withdrawal or Permanent Withdrawal

Today's Date _____

Name _____ Student ID # _____

Campus Address _____

Home Address _____

(Street)

(City, State, ZIP)

Email Address _____

Cell Phone/Contact Number _____

Academic School

- | | |
|--|---|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Arts and Sciences |
| <input type="checkbox"/> Business & Economics | <input type="checkbox"/> Canon Law |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Music |
| <input type="checkbox"/> National Catholic School of Social Services | <input type="checkbox"/> Nursing |
| | <input type="checkbox"/> Philosophy |
| | <input type="checkbox"/> Theology & Religious Studies |

Academic Major _____

Student Classification Freshman Sophomore Junior Senior

Requested Action (please check the appropriate box)

- Permanent Withdrawal: Permanent separation from the university, with no intent to return
- Academic Leave: Temporary interruption of studies, with the intent to return after the leave is finished. An academic leave may be requested for a future semester(s) or before 11:59 pm on the day proceeding the first day of classes
1 Semester (Fall _____ or Spring _____) 2 Semesters (Fall _____ and Spring _____)
- Term Withdrawal: Temporary interruption of studies, requested for the current semester, after the first day of classes.

If you are transferring, please list where: _____

When would you like the requested action to be effective? _____

Last Date of Class Attendance _____

(If you intend to complete classes for the current semester, the requested action is effective for the next semester.)

Please fill out survey, sign and date form on other side.



Reason(s) for Leaving (please check all that apply) _____

- Chosen major is not offered at CUA (1)
- New school has a better reputation for chosen major (2)
- CUA is too academically challenging (3)
- CUA is not academically challenging (4)
- Family requiring me to leave because of grades (5)
- Not sure how college/major applies to career path (6)
- Poor/lack of cohesion, organization, or interaction with academic administration(7)
- Family has experienced an abrupt and dramatic reduction in ability to pay (8)
- Do not want to incur additional loan debt (9)
- Family cannot obtain loan funding (10)
- Can afford to attend but feel the degree is not worth the cost (11)
- Diagnosed mental health condition (12)
- Managing physical/medical condition (13)
- CUA was not first choice; I now have opportunity to attend preferred school (14)
- Don't feel connected to CUA, in general (15)
- Want to be closer to home (16)
- Want a larger school (17)
- Want a smaller, more rural school (18)
- Taking care of family member (19)
- Undecided about what to do with my future (20)
- Need a break from school (21)
- Unhappy with the social life at CUA (22)
- Going to another school for sports or not happy with CUA's athletic options (23)
- Uncomfortable with Catholic mission of the university(24)
- Other (25) Briefly explain _____

Signature: _____ Date _____

.....FOR OFFICE USE ONLY.....

Received by: _____
(Dean of Students Representative)(Date)

List "Reasons for leaving" Codes: _____