

Program Withdrawal Form

To withdraw in good standing from FGS, a student must notify their graduate program office in writing. The effective date of withdrawal is the date the program was notified in writing by a student. Withdrawing from a course does not constitute official withdrawal from the program. To be eligible to withdraw in good standing, the student's record must be in good standing. Submit completed form to your program office.

Note: Signatures must be collected over email, either through a digital signature on the PDF form or an accompanying email attachment stating "I have read and approved this submission".

Program Office: Send completed form to your program's designated Records Coordinator in the Office of the Dean, Faculty of Graduate Studies.

Student Information					
Surname			Given name(s)		
Student number			E-mail		
Program			Degree & level of study		Current status
Effective Withdrawal Date			Withdrawal Status		
Date	Term	Year			
Reason—Attach if necessary					
Please identify if the course should be dropped (D) or assigned a grade of W					
D/W	Course number & credit e.g. POLS 5742 6	Course title	Term e.g. Y25	Course Director	Catalog number e.g. cat # Z97F05
Student signature (if student initiated)			Date (mm/dd/yyyy)		
Program director name		Signature		Date (mm/dd/yyyy)	
Faculty of Graduate Studies Review					
Is student registered?		☐ Yes	☐ No	Funding adjustment?	
				☐ Yes ☐ No	
Comments:					
Date (mm/dd/yyyy) _____					
RO use only (Note for courses to be assigned a grade of W—forward to Student Services)					
Withdrawal Input		Refund Assessment		Date (mm/dd/yyyy)	

Privacy: Personal information in connection with this form is collected under the authority of The York University Act, 1965 and will be used for educational, administrative and statistical purposes. If you have any questions about the collection, use and disclosure of personal information by York University, please contact: Faculty of Graduate Studies, 230 York Lanes, (416) 736-2100 x 55521.