



Request for Academic Leave, Term Withdrawal or Permanent Withdrawal for Undergraduates

Today's Date: _____

Name: _____ Student ID# _____

Home/Permanent Address: _____

Apt no: _____ City: _____ State: _____ Zip code: _____

Campus Address: _____

CUA Email: _____ Permanent Email: _____

Phone: _____

Academic School:

- Architecture
- Arts & Sciences
- Business
- Engineering
- Music, Drama & Art
- Nursing
- Philosophy
- Social Work
- Theology & Religious Studies

Academic Major: _____

Student Level: 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 add/drop deadline in the current semester. One Semester (Fall _____ or Spring _____) OR Two Semesters (Fall _____ and Spring _____)
- Term Withdrawal: Temporary interruption of studies, requested for the current semester, after the first day of classes

Last Date of Class Attendance _____ **Effective Date** _____

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

If you are transferring, please list to which institution _____

Office of the Dean of Students

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THE CATHOLIC UNIVERSITY OF AMERICA

Reason(s) for Leaving (please check all that apply, then rank your top 3, with 1 being the most relevant):

- ____ The major I want is not offered at Catholic (1) (Please share your intended major):

- ____ Catholic is too academically challenging (2)
- ____ Catholic isn't academically challenging enough (3)
- ____ My family is requiring me to leave because of grades (4)
- ____ I underestimated the costs of attending Catholic (5)
- ____ My family experienced an abrupt reduction in the ability to pay for college (6)
- ____ I don't want to incur additional loan debt (7)
- ____ My family cannot obtain loan funding (8)
- ____ I can afford to attend but feel the degree is not worth the cost (9)
- ____ I don't feel like I made strong "connections" at Catholic University (10) (please explain):

- ____ I'm not comfortable with the Catholic mission of the university (11)
- ____ I need to manage a personal/life issue (12)
- ____ I need to manage a mental health condition (13)
- ____ I need to manage a physical/medical condition (14)
- ____ I had a residence hall, roommate or social conflict (15) (please describe):

- ____ Catholic wasn't my first choice, and I've been accepted into a preferred school (16)
- ____ I'm unhappy with the social life at Catholic (17)
- ____ I want a larger school (18)
- ____ I want a smaller school (19)
- ____ I want to be closer to home (20)
- ____ I'm undecided about what to do with my future (21)
- ____ Other (22) (please explain): _____

Signature _____ Date _____

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

Signature _____ Date _____

Ranked "Reasons for leaving" Codes: _____