

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

Today's Date \_\_\_\_\_

Name \_\_\_\_\_ ID# \_\_\_\_\_

Campus Address \_\_\_\_\_

Home Address \_\_\_\_\_

CU Email Address \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Academic School**

- |   |   |
|---|---|
| <input type="checkbox"/> Architecture       | <input type="checkbox"/> Nursing                      |
| <input type="checkbox"/> Arts & Sciences    | <input type="checkbox"/> Philosophy                   |
| <input type="checkbox"/> Business           | <input type="checkbox"/> Social Work                  |
| <input type="checkbox"/> Engineering        | <input type="checkbox"/> Theology & Religious Studies |
| <input type="checkbox"/> Music, Drama & Art |   |

**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**

**THE CATHOLIC UNIVERSITY OF AMERICA**  


**Reason(s) for Leaving** (please check all that apply and 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/dramatic reduction in 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): \_\_\_\_\_

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- \_\_\_ 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): \_\_\_\_\_

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- \_\_\_ 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.....

\_\_\_\_\_  
 Received by: Date

Ranked "Reasons for leaving" Codes: \_\_\_\_\_

**Office of the Dean of Students**