



**Texas A&M University-Corpus Christi**  
**Office of the University Registrar**  
**Withdrawal Authorization Form**

**Instructions:** This form is to be used by a current student to withdraw from **all** current coursework.

**STUDENT INFORMATION**

Student ID: \_\_\_\_\_

Student's full name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**WITHDRAWAL INFORMATION**

Please indicate the semester and year from which you are withdrawing from all courses below:

Spring     Maymester     Summer I     Summer II     Fall    Year: \_\_\_\_\_

*I understand that this withdrawal means that all current classes will be dropped and that I will not be enrolled at Texas A&M University-Corpus Christi effective with the semester listed above. I also understand that my withdrawal from the University becomes final at the end of the second University business day following the date of this action.*

*I understand that students who receive financial aid and withdraw from the institution will have their aid adjusted according to federal regulations. This may leave me with an outstanding balance on my tuition account. I will be billed for any remaining balance.*

*Finally, I understand that this withdrawal does not affect or remove any financial liability or scholastic sanction that may now be present.*

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

**For Official Use Only**

<p><b>Step 1: Financial Aid</b></p> <p><input type="checkbox"/> No financial aid.</p> <p><input type="checkbox"/> Federal refund required – aid will be adjusted.</p> <p><input type="checkbox"/> No federal refund adjustment required.</p> <p><input type="checkbox"/> Stafford Loan Exit Counseling required.</p> <p>_____ Signature of Financial Aid Officer</p> <p>_____ Date</p>	<p><b>Step 2: Bursar</b></p> <p><input type="checkbox"/> Your balance is \$_____</p> <p><input type="checkbox"/> Owes on a short term/installment loan</p> <p><input type="checkbox"/> Other: _____</p> <p>_____ Signature of Business Officer</p> <p>_____ Date</p>
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\_\_\_\_\_  
Step 3: Signature of Core Curriculum Advisor (freshmen only)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Step 4: Signature of Registrar's Office

\_\_\_\_\_  
Date

**NOTE: STEP 4 IS REQUIRED TO COMPLETE THE WITHDRAWAL PROCESS.**