

APPLICATION FOR WITHDRAWAL FROM UNIVERSITY (FOR UNDERGRADUATES)

Students applying for withdrawal from the University must read the terms and regulations published on the '[Withdrawal from University](#)' webpage before submitting an application to their School of study for recommendation and approval by the Office of Academic Services.

To be Completed by Student	
I. <u>Personal Particulars</u>	
Name	: _____
Matriculation Number	: _____
Programme / Year of Study #	: _____
Mailing Address #	: _____
Mobile / Telephone No.	: _____
Email Address (not NTU email)	: _____
#Optional to complete if there are no changes to records with NTU.	
<ul style="list-style-type: none"> • Are you holding a Student's Pass? (Tick where appropriate) <input type="checkbox"/> Yes <input type="checkbox"/> No • Have you registered for or are attending any Attachment e.g. Industrial Attachment / Professional Attachment / Industrial Orientation / Professional Internship: <input type="checkbox"/> Yes <input type="checkbox"/> No 	
II. <u>Reason for Withdrawal</u>	
Please indicate <u>one</u> main reason for your withdrawal from the University:	

III. <u>Acknowledgement</u>	
I have read and understood the terms and regulations as laid out on the 'Withdrawal from University' webpage and that I need to surrender my matriculation card to NTU upon application. I understand that my application will not be processed if I do not submit a completed and signed application form. I declare that the particulars are true and I have given all the information required.	
_____	_____
Signature	Date

Official Use by School

I. Recommendation

The School has evaluated the student's application and supports / do not support * the student's application for withdrawal from the University.

* Delete as appropriate

Please provide the information below (indicate / tick where applicable) :

If interview was conducted, please state the date of interview: _____.

Student requires counselling and has been referred to the Counselling Centre.

Comments (additional attachment where applicable):

Name of Associate Dean / Chair of School

Signature

Date

Official Use by OAS

I. Evaluation (Tick where appropriate)

Application supported : Yes No

Tuition fees to be charged : Yes No

Comments (additional attachment where applicable):

II. Approval

Application for withdrawal from the University is approved.

Comments (additional attachment where applicable):

Name & Designation of Approving Officer

Signature

Date