

Spring Summer Year \_\_\_\_\_

Last Date Attended Classes (MO/DAY/YEAR): \_\_\_\_\_

**REASON FOR LEAVING SCHOOL (indicate all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> For Employment                      | <input type="checkbox"/> Low or failing grades                    |
| <input type="checkbox"/> Financial Reasons                   | <input type="checkbox"/> Not attending classes                    |
| <input type="checkbox"/> Explain _____                       | <input type="checkbox"/> Not interested in school                 |
| <input type="checkbox"/> Family/Personal Obligations         | <input type="checkbox"/> Problems adjusting to school demands     |
| <input type="checkbox"/> Child Care                          | <input type="checkbox"/> Explain _____                            |
| <input type="checkbox"/> Marriage                            | <input type="checkbox"/> Met academic goals (pre-program, degree) |
| <input type="checkbox"/> Transportation                      | <input type="checkbox"/> Instructor Conflict                      |
| <input type="checkbox"/> No family support to stay in school | <input type="checkbox"/> Explain _____                            |
| <input type="checkbox"/> Other _____                         | <input type="checkbox"/> Transfera                                |

Specify \_\_\_\_\_

Find Employment

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Go to Graduate School              | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Do not plan to finish my education |                                      |

**IMPORTANT NOTE:** REFUND OF TUITION AND FEES SHALL BE MADE ACCORDING TO MONTANA BOARD OF REGENT POLICY AS STATED IN THE CURRENT UNIVERSITY CATALOG. **REFUNDS ARE CALCULATED BASED UPON THE DATE THIS FORM IS INITIATED WITH THE MSU BILLINGS Advising, Registrar or Jacket Student Central Office.**

We recommend you thoroughly check into the academic (grading), financial aid (loans, grants, scholarships), and refund deadlines/dates/and procedures before finalizing your request to withdraw from MSU Billings.

All legal means will be used to collect any unpaid loans. By signing below the student agrees to reimburse the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the debt, and all other expenses, including reasonable attorneys' fees the University incurs in such collection efforts.

**SIGNATURES REQUIRED FROM THE OFFICES LISTED BELOW:**

_____ Student's Signature	_____ Date	_____ Advising/Jacket Student Central	_____ Date		
_____ Business Services	_____ Date	_____ Financial Aid	_____ Date	HAS Aid	NO Aid
_____ Registrar's Office/Jacket Student Central		_____ Date Form Processed - Registrar's Office ONLY			

**MONTANA STATE UNIVERSITY BILLINGS  
REQUEST FOR UNIVERSITY WITHDRAWAL (ALL Classes for the SEMESTER noted)  
INSTRUCTIONS**

**If you are registered, have confirmed your bill, and want to drop ALL of your classes for the current/upcoming**