

Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

First Name: \_\_\_\_\_

Current Program: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Please withdraw me from the following course(s):

Course 1: \_\_\_\_\_ Instructor: \_\_\_\_\_ Start Date: \_\_\_\_\_

Course 2: \_\_\_\_\_ Instructor: \_\_\_\_\_ Start Date: \_\_\_\_\_

Course 3: \_\_\_\_\_ Instructor: \_\_\_\_\_ Start Date: \_\_\_\_\_

Course 4: \_\_\_\_\_ Instructor: \_\_\_\_\_ Start Date: \_\_\_\_\_

If you withdraw after your registration is finalized, the following regulations apply:

Early Withdrawal. I am withdrawing **prior to the course start date** OR **no later than one month after the course start date** and request a refund less the course withdrawal processing fee. Please note that this fee may be prorated for 1- and 2-credit courses. Any money will be refunded back to the original form of payment (E.g. credit card, government loan) after the course withdrawal request is processed.

Withdrawal. I am withdrawing more than one month after the course start date and no later than one month prior to the end of the course. **I am not eligible for a refund.**

**IMPORTANT:** Please ensure that you have reviewed all applicable program regulations prior to submitting your form (E.g. Relating to program status, re-registrations, and withdrawals).

Students enrolled in a Faculty of Health Disciplines course are permitted one registration and one re-registration for each course. Subsequent registrations in the same course will require approval of the Graduate Program office. **DO NOT RETURN COURSE MATERIALS.** Once delivered, all course materials are the property of the student—no further refund will be awarded for returned materials.

Please submit your completed form or any questions to us at:

NURSING &amp; HEALTH STUDIES PROGRAMS

Fax: 780-675-6468

Email: [cnhsgrad@athabascau.ca](mailto:cnhsgrad@athabascau.ca)**OR**

COUNSELLING PROGRAMS

Fax: 780-421-5046

Email: [gcapadmin@athabascau.ca](mailto:gcapadmin@athabascau.ca)

You will receive confirmation of form receipt, by email only—not by phone, within 5 business days.

\_\_\_\_\_  
Student Signature\_\_\_\_\_  
Date