



COMPLETE WITHDRAWAL FORM

Table with 4 columns: Student Name, Student ID, Major, E-mail Address, Academic Year, Semester, College, Personal Mobile No.

Please fill out the following field appropriately.

I wish to completely withdraw from the Prince Mohammad Bin Fahd University starting from _____ Semester for the following reason (s):

Blank lines for providing reasons for withdrawal.

Signature and Date fields for Student, Advisor, and Chair/Associate Chair.

Students withdrawing from the university must pass by the following offices to clear their records:

Table listing departments (Campus Life, Financial Aid, Library, Security, IT, Career Services, Accounting) and their respective clearance status (Cleared/Not Cleared) with authorized name and signature fields.

Signature and Date field for Dean/Director of Enrollment & Registration.

Note:

Please return the Form to the Registrar's Office

Signature and Date field for Registration Officer (processed by).

- To be used only by students withdrawing completely from the university.
Students withdrawing from the university during the semester must fill in the course withdrawal form and attach it to this form.
Before you start proceeding this form, you are strongly advised to consult with your academic advisor and the student's counselor.

Notes to Students:

- Students are responsible for reviewing, understanding by the university's regulations, procedures, requirements, and deadlines as described in official publications.
Students, who officially withdraw from the university after the no-tuition liability deadline, are still responsible to pay tuition and fees according to the regulations.
Reinstatement or readmission must be in accordance with the university regulations in effect at that semester.
In all cases of withdrawal, the official transcript will bear the following statement: "WITHDRAW FROM UNIVERSITY (DATE)".
The withdrawal becomes effective at the dates of receipt within the Registrar's Office.

Note:

- Please return the Form to the Registrar's Office & sign the Complete Withdrawal form log with the Registration staff.
Allow 3 working days