# Semester/Complete Withdrawal Form

- Withdrawal from the university without a grade penalty must occur no later than the end of the 10th week of classes.
- As of the 11th week of classes, a grade of WF is recorded for all.

<table>
<thead>
<tr>
<th>Name</th>
<th>Student ID</th>
<th>Semester</th>
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Present Major (and concentration if any)  
Class (e.g., freshman)  
Mobile Number

I request to skip a semester/completely withdraw from American University of Sharjah for the ________ semester for the following reason(s). Please choose one or more of the options:

- Financial reasons  
- Lost my financial aid  
- Family reasons  
- Academic reasons  
- Student social life  
- Health reasons  
- Other

Do you intend to return to AUS at some point in the future? ____________________________

If transferring to another institution, please share with us the institution name______________________________

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<thead>
<tr>
<th>Student’s Signature</th>
<th>Date: DD/MM/YYYY</th>
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<tr>
<th>Head of Department’s Signature</th>
<th>Date: DD/MM/YYYY</th>
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All students skipping a semester/withdrawing from the university **must** visit the following departments to clear their records in the order they are shown below, without exception.

1. University Health Center  
   Initials or Official Stamp:

2. Office of Student Residential Life (Student Center)  
   Initials or Official Stamp:

3. Sharjah Islamic Bank  
   Initials or Official Stamp:

4. University Library  
   Initials or Official Stamp:

5. Office of Enrollment Management/Sponsorship Liaison Officer  
   Initials or Official Stamp:

6. Visa and Equalization Services  
   Initials or Official Stamp:

7. Safety and Security Department  
   - Return the AUS ID  
   - Return AUS car sticker  
   Initials or Official Stamp:

8. Office of Financial Grants and Scholarships  
   Initials or Official Stamp:

9. Student Accounts Department  
   Initials or Official Stamp:

10. Office of Graduate Studies (for graduate level student only)  
    Please submit this form to OGS at least three days prior to your request.  
    Initials or Official Stamp:

11. Office of the Registrar  
    Initials or Official Stamp:

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