

## Course Withdrawal Form – Undergraduate Level Students

To be used only by students withdrawing from one or more courses, but not completely withdrawing from the university

_____ Student's Name	_____ Student's ID	_____ Semester
_____ Present Major (and concentration if any)	_____ Class (e.g., freshman)	_____ Mobile No.

**Do you have Financial Grant/Scholarships?**

Yes ☐

NO ☐

If your credit load drops below 12 and you are receiving any kind of AUS financial grant/scholarship, you must get this form signed by the Office of Financial Grants and Scholarships.

\_\_\_\_\_  
Office of Financial Grants and Scholarship's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY

**Do you have external sponsorship (DEWA, SEWA, Embassies, etc.)?**

Yes ☐

NO ☐

You must get approval from the Sponsorship Liaison Officer in the Office of Enrollment Management before submitting this form to the Office of the Registrar.

Failure to obtain approval will render you liable for all the stipulations of the contract you signed with you sponsor; including repayment of all tuition and fees paid on your behalf to AUS.

\_\_\_\_\_  
Student's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY

\_\_\_\_\_  
Office of Enrollment Management's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY

**For IXO students**

IXO students must get this form signed by the IXO Officer

\_\_\_\_\_  
IXO Officer's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY

**Courses to Withdraw**

Course No. (e.g., MTH 001)	Section	Credit
_____ Student's Signature	____/____/____ DD MM YYYY	

**All Students MUST email the completed form to [registration@aus.edu](mailto:registration@aus.edu) before the withdrawal deadline**

\_\_\_\_\_  
Office of Registrar's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY