



Course Withdrawal Form

Please submit form directly to admissions department by email to admissions@aria.edu. All forms must be sent from your **aria.edu email address on file** with Aria University. The Course withdrawal will be processed only after receiving the form by the admissions department.

Depending on your withdrawal form submission date, you will receive a Withdrawn (W) grade or an Incomplete (I) grade.

For more details, check the link for the important deadline dates.

<https://aria.edu/calendar/>

SECTION A (To be filled by the student):

Student First and Last Name:

Semester:

Department:

Program:

Course ID:

Course Name:

Reason for course withdrawal:

I hereby confirm that I am dropping the course only for this semester. I shall complete the course in future semesters to fulfill graduation requirements.

Student Signature: _____ Date: _____

REFUND: If there is any surplus fee balance in your account, please confirm if you would like to be refunded or apply it towards your course in the future semesters.

Yes, refund the amount (Check will be processed in 45 days and mailed to you).

Payable to: _____

Address (with City, State and Zip Code):

Apply the amount towards the course in future semesters.

SECTION B (To be filled by the Aria University office)

Signature: _____ Date: _____