Study Abroad Withdrawal Form

# Student Information

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| --- | --- | --- |
| Name |  | Student ID Number |
| School Email Address |  | Date of Birth |
| Full Program Name |  | Term |

 **Intent to Withdraw**

With my signature below, I officially submit my withdrawal from my currently-enrolled study abroad program. I have read and understand the Study Abroad Cancellation, Withdrawal, and Refund Policy and have read and understand the specific policies related to my program type. I acknowledge that I am responsible for charges related to my withdrawal, including both current charges as well as for charges billed as penalties for my withdrawal.

* + **Withdrawal Appeal Petition:** I intend to submit a withdrawal appeal. *I understand the appeal is only considered if it meets one of the extenuating circumstances outlined on the form and is after the withdrawal dates as outlined in our* [*withdrawal policy*](https://www.jmu.edu/global/abroad/students/withdrawal.shtml)*. The deposit is non-refundable and not included in the appeal.*

# Request for deposit transfer (JMU Semester Programs *ONLY*)

With my signature below, I officially request to transfer my enrollment and program deposit from my current term to the term. I understand that my deposit can only be transferred once within the same semester program. I understand that CGE will consult with the program’s director to ensure such a transfer is possible, and that if not, I will not be refunded the deposit.

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| --- | --- | --- |
| Student Signature |  | Date |

To submit in person or by mail: Center for Global Engagement, Holland Yates Hall, 2nd Floor. To submit via e-mail attachment: [studyabroad@jmu.edu.](mailto:studyabroad@jmu.edu) The official date of withdrawal is the date in which the CGE receives this form either via hard copy or e-mail.

Office Use Only

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| --- | --- | --- | --- |
| Date Received |  |  |  |