# Ontario Visiting Graduate Student Notification of Withdrawal

In the event of withdrawal from a course, the student must send a *Notification of Withdrawal from Courses* to the Graduate Offices of his/her Home University **and** of the Host University. The last date for withdrawal is the date specified for this purpose by the Host University. Failure to respect this deadline may result in the recording of a failing grade on the record of the student. Refunds, if any, are governed by the appropriate policies of the Home University of the student.

## Student Information

Date: _____ Student Name: _____

Previous Surname: _____ Student Number (Lakehead): _____

Social Insurance Number: _____ Date of Birth: _____

Department of Study: _____ Degree Program: _____

**Mailing Address**

Street: _____ City: _____ Province/State: _____

Country: _____ Postal Code: _____ Phone Number: _____

| **Host University Course Information Course(s) to be Dropped** | | | | | **Lakehead University Equivalent Course Information** | |
|---|---|---|---|---|---|---|
| **Course Number** | **Course Title** | **Term(s)** | | | **Course Number** | **Course Title** |
| | | Fall | Winter | Spring | | |
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## Reasons for Withdrawal

Student Signature: _____ Date: _____

On Receipt of this form the Graduate Dean of the Home University and the Host University send copies to the Academic Unit, Accounts Office, and Registrar's Office of their own university. A grade of "withdrawn" or similar grade should be reported by the Graduate Dean of both universities.