

**Course Withdrawal Form**

|            |           |
|------------|-----------|
| First Name | Last Name |
| Phone      | Program   |
| Email      |           |

**Submit to:**  
**Enrolment Services Office**  
 St. Mary's University  
 14500 Bannister Rd SE  
 Calgary, Alberta T2X 1Z4  
[info@stmu.ca](mailto:info@stmu.ca)  
 Tel: 403.531.9130  
 Fax: 403.531.9136

**Course Withdrawal(s)**

| Term<br>(e.g. Fall 2007) | Course Code<br>(e.g. CHEM 351) | Course Name<br>(e.g. Organic Chemistry I) | Office Use |
|--------------------------|--------------------------------|---|------------|
|                          |                                |   |            |
|                          |                                |   |            |
|                          |                                |   |            |
|                          |                                |   |            |
|                          |                                |   |            |

**If you are withdrawn from all courses your registration will be considered cancelled. Are you planning on returning next semester       Yes       No**

**Declaration**

I understand that withdrawing from the course(s) listed above will result in a grade of "W" appearing on my academic transcript. I understand that I will owe tuition and fees for those courses as outlined in the Fees Assessment Schedule of the Academic Calendar.

I am aware that I am only permitted to withdraw once from a course and that I am not permitted to withdraw from more than five full-course equivalents during my academic career at St. Mary's University.

\_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date

**Office Use:**

|          |           |                |
|----------|-----------|----------------|
| Received | Completed | Staff Initials |
|----------|-----------|----------------|

**Privacy Statement:**

The personal information collected on this form will be used for the purpose of providing services to students and maintaining student records. The information is collected, used, disclosed and protected in accordance with Alberta's Personal Information Protection Act and St. Mary's University Privacy Policy. If you have any questions about the collection and use of this information, contact the Privacy Officer at 403.254.3132 or [privacy@stmu.ca](mailto:privacy@stmu.ca).