

**Application For Withdrawal or Absence
From Campus (Traditional/Full Time Course of Study)**

Note: Complete the Application for Withdrawal or Absence from Campus form, including the Exit Interview portion, and submit it to the University Advising Center on the first floor of the Campus Center or to advisingcenter@wne.edu.

Name _____ Date _____
(Please Print)

Permanent Address _____
(Street/Box #)

(City or Town) (State) (Zip Code)

Cell Phone No. _____

Student ID# _____ Curriculum _____

Date of Birth ____/____/____ Freshman Sophomore Junior Senior Check here if you received financial aid while enrolled
Month Day Year

- I wish to interrupt my studies at Western New England University and withdraw from all courses immediately.
- I wish to withdraw from Western New England University at the end of this term.
- I plan to continue my education at Western New England University but will study abroad during the coming semester.
- I wish to apply for a leave of absence.

Detailed reason for request below: _____

Upon withdrawing from the University I am aware that all tuition, fees, and charges are my responsibility and must be paid in accordance with University policy. Failure to make payment may result in additional costs, including all costs of collection incurred by the University.

Student's Signature _____

(Do Not Write Below this Line - Continue on to Exit Interview Form on Page 2)

Complete Withdrawal Most Recent Semester Enrolled _____
 Leave of Absence To return _____
 Study Abroad Location _____ Fall Spring

Primary Withdrawal Code _____ Catalogue Year of Last Enrollment _____

Last Date of Attendance _____ First Registration Date _____

Comments and recommendations of exit interviewer: _____

Date: _____ Approved: _____

Effective: Immediately End of Term
Additional Circumstances Yes No

(see comments)

Western New England University Exit Interview Form

Please help us assess the quality of your experience here. If you would take a few moments to respond to the following items, the information you provide may help us improve the Western New England University experience for all students. Your written comments, in particular, would be especially helpful. Thanks.

I am a resident student commuter student (with family) Commuter student (off campus residence)

If a resident student, have you vacated your room yet? yes no If no, when do you plan to? _____

If a resident student, have you returned your room key yet? yes no but will

If you have an assigned on campus mailbox, have you returned your mailbox key yet? yes no but will

Class Year: _____ Freshman Sophomore Junior Senior

For which *reason(s)* are you leaving Western New England University?
Please read the options below and circle the appropriate answer(s).

Academic reasons

Yes

No

If yes, please explain:

Financial reasons

Yes

No

If yes, please explain:

Concerns about *student life* at WNE

Yes

No

If yes, please comment:

Personal reasons other than those listed above.

Yes

No

If yes, please comment:

What are your plans for the coming year?

Is there anything else about your experience at WNE (positive or negative) that you think we should know about, which might improve the experience of future students?

Could we have done something to help?

Do you think there is a possibility that you might *remain at or re-enroll* at WNE in the future? Yes No Maybe

If yes, or maybe, would you like us to send you registration information in the future? Yes No
(Note to Student: You may return without reapplying for admission, if you miss only one semester.)

Please list activities/programs/sports that you participated in at Western New England University:

Background Information And Future Plans:

When you first decided to attend Western New England University, what were the factors in that decision?

(Please check all that apply)

- Academic Reputation Academic Programs Location Size Athletics Overall Costs
 Alumni Parent(s) Scholarships & Financial Aid Influence of family/friends Other_____

With whom did you discuss your decision to withdraw? (Please check all that apply)

- Parents/Relative Faculty member Advisor Academic Advising College Staff Member
 Fellow Student/Friend Career Services Employer Other_____

Did you enter WNE as a: First-Year Student Transfer Student

Was WNE your: 1st choice 2nd choice 3rd choice safety other_____

What are your plans for the coming year? (Please check all that apply)

Attend a different college or university full time Institution & Intended major_____

Attend a different college or university part-time Institution & Intended major_____

Work full-time Work part-time Care for home and/or family Travel Military/religious mission

Other (please specify):

Do you expect to complete college eventually? Yes No

Could the University have done something to keep you? Yes No

If yes, what actions could have been taken or changes made to encourage you to remain at Western New England University?

Your feedback is extremely important to us and we appreciate your taking the time to complete the survey. Thank you!