



Withdrawing from Morris College

Morris College
100 W. College Street
Sumter, SC 29150
(803)934-3200

The official college policy and procedure concerning withdrawing from college is available at the Office of Admissions and Records.

Form Pickup Date: _____ Student Identification Number: _____

Name: _____ Classification: _____

Permanent Address: _____

Street/P.O. Box Apt. #

City State Zip Code

Telephone: () _____ **Check one:** _____ Boarding _____ Non-Boarding

I, _____, do hereby request permission to officially withdraw from Morris College.

Part I. Report to your Academic Advisor/Division Chair and to Counseling Services for Exit Interviews.

Date Interview Conducted: _____
Signature of Advisor/Division Chair

Date Interview Conducted: _____
Signature of Counselor

Reason for Withdrawal: _____ Personal _____ Financial _____ Illness _____ Other

Explain: _____

Part II. It is necessary that you clear your status with the offices listed below. Obtain clearance verification from each office. Return this form to the Office of Admissions and Records.

Learning Resources Center _____
Director of Learning Resources Date

Student Affairs _____
Dean of Student Affairs Date

Financial Aid Office _____
Director of Financial Aid Date

Financial Services Office _____
Director of Business Affairs Date

Effective Date of Withdrawal _____
Director of Admissions and Records Date

Make Copies for: Admission and Records, Financial Aid, Financial Services/Counselor, Student Affairs, Advisor and Student