

CLEAR CREEK BAPTIST BIBLE COLLEGE

WITHDRAWAL FORM

Date: _____

PLEASE BE SURE ALL INFORMATION IS COMPLETED AND ALL PROPER SIGNATURES HAVE BEEN OBTAINED. WITHDRAWAL PROCESS WILL NOT BE OFFICIAL UNTIL THIS FORM IS COMPLETED.

STUDENT'S NAME: _____

NEW ADDRESS: _____

I _____ am planning to withdraw from school.
Signature

Please see the following people and obtain their signatures (in the order they are listed) which indicate they are aware of and approve your plans to withdraw.

My last day of classes will be _____

_____ Academic Dean

_____ Dean of Students

_____ Program Advisor

_____ Director of Library Services

_____ President

_____ Financial Aid

_____ Business Office

I will be moving from campus housing on _____.

_____ or _____
Director of Physical Plant Kelly Hall Supervisor

After the above signatures have been received, please take this form to the registrar. The registrar will withdraw you as of the date indicated as the last day of classes. A copy of this form will be forwarded to the business office when registrar has completed academic withdrawal. You are responsible for turning in all keys to the director of physical plant before vacating premises. The director of physical plant will notify the business office if there are any charges or refunds to be assessed to your account. The business office will send you a current statement within seven business day after you have vacated the premises.

WITHDRAWAL PROCESS IS NOT COMPLETE UNTIL ALL STEPS HAVE BEEN FOLLOWED AND ALL SIGNATURES OBTAINED.

Withdrawal Process Completed _____
Registrar