



## VOLUNTARY WITHDRAWAL FROM DOCTOR OF EDUCATION PROGRAM

<b>NAME:</b>	<b>SU ID:</b>
<b>SU EMAIL:</b>	<b>PRIMARY PHONE:</b>
<b>ADVISOR/FACULTY MENTOR:</b>	

**PLEASE SUPPLY THE FOLLOWING:**

Brief Statement of Request and a justification for requesting a withdrawal from the program within the body of an email or on a separate, attached document.

**IMPORTANT:** Withdrawal cannot be retroactive. If this request comes in the middle of a term, the EFFECTIVE DATE will be entered into the student’s record by the Program Office as the first business day after the end of the term. If this request comes in-between terms, the EFFECTIVE DATE will be entered into the student’s record by the College of Education immediately.

**Students are not automatically withdrawn from any course or courses for which they are registered when voluntarily withdrawing from a program. Students are responsible for completing the process and/or petition to drop or delete any course or courses for which they are currently registered.** These processes, forms, and deadlines are located on the Registrar’s [website](#).

Also please be aware that voluntarily withdrawing from the doctoral program does not annul any financial responsibility a student holds to the institution or the federal government. Please contact the Office of Financial Aid Office to verify your account information and any outstanding debt you may owe.

**Please submit the completed form to Genet Yadetta, Senior Program Administrative Assistant at [yadetta@seattleu.edu](mailto:yadetta@seattleu.edu)**

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**EOLL Office Use Only:**

Yes    No   Program Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_