Lake Region State College Policy and Procedure Manual

SECTION 800.15 WITHDRAWAL FROM COLLEGE

- 1. A student who voluntarily withdraws from college must first contact the Counseling Office to obtain a *Withdrawal from College* form.
- 2. The student must follow withdrawal procedure and will be considered officially withdrawn only after this procedure is completed.
- 3. Any tuition refund or credit will be determined by the date of *Withdrawal from College* form is completed and filed with the Registrar.
- 4. Neglect to officially withdraw from the College may result in a grade of F recorded on the transcript for all courses enrolled.

History