

Withdraw Form: Full-Time Program

Last Name	First Name	Withdrawal from which term:
		Fall Winter Summer
Student ID Number	Current Program	
Seneca Email Address	Country of Citizenship:	
Alternate Email Address	() Preferred Phone Number	

Reason for Withdrawal: Please select one reason for withdrawal from the following list:		
Academic Reasons:	Non-Academic Reasons:	
<p>Academic:</p> <input type="checkbox"/> Program does not meet expectations <input type="checkbox"/> Academic difficulty <input type="checkbox"/> Transfer to other college or university <input type="checkbox"/> Return to high school <input type="checkbox"/> Other academic (please specify)	<p>Personal:</p> <input type="checkbox"/> Health <input type="checkbox"/> Career goals changed <input type="checkbox"/> Family Distress <input type="checkbox"/> Loss of Motivation <input type="checkbox"/> Other personal (please specify) <p>Financial:</p> <input type="checkbox"/> Applied to OSAP but no financial assistance awarded <input type="checkbox"/> Insufficient financial assistance from OSAP <input type="checkbox"/> Financial Pressure <input type="checkbox"/> Other Financial (please specify)	
	<p>Employment:</p> <input type="checkbox"/> Employment not related to your program <input type="checkbox"/> Employment related to your program <input type="checkbox"/> Seeking employment <input type="checkbox"/> Other (please specify) <p>Other:</p> <input type="checkbox"/> Study Permit Refusal	

- I understand that if I am withdrawing from Seneca after the 10th day of scheduled classes and my fees have not been paid in full, the fees must still be paid.
- I understand that overdue accounts will be sent to a collection agency if arrangements for payment have not been made.
- I understand that if I am in receipt of OSAP funds, any refund due to me may be sent back to the National Student Loan Service Centre to repay a portion of my student loan (Domestic students only).

Refund Method:

Would you like to request a refund? Yes No

Note: If your study permit application has been refused by IRCC, you must submit a copy of the visa refusal letter with this form within 14 days of the date noted on the rejection letter. If you are withdrawing from Seneca for any other reason other than study permit refusal, an administrative fee of \$2,000 will be deducted from your semester 1 fees.

In order to be compliant with Canada's Anti-Money Laundering policies, all refunds will be sent back to the credit card or bank account from which the funds were originally paid. Seneca is not responsible for the fluctuation of the currency exchange rate. Please review the refund methods page carefully:

- <https://www.senecapolytechnic.ca/international/accepted/deferrals-withdrawals-refunds.html>

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Personal information on this form is collected in accordance with sections 21, 39 and 49 of the *Freedom of Information and Protection of Privacy Act* and under the legal authority of the *Ministry of Training, Colleges and Universities Act*, R.S.O. 1990, and the *Ontario Colleges of Applied Arts and Technology Act*, 2002, Regulation 34/03, and may be used and/or disclosed for administrative, statistical and/or research purposes of the College and/or the ministries or agencies of the Government of Ontario and the Government of Canada. If you have any questions concerning the collection and use of personal information, please contact the Privacy Office at 416.764.0400 or email privacyoffice@senecapolytechnic.ca.

Date: _____

For OFFICE USE ONLY:

Withdrawal Term: _____ Program Action: _____ Action Reason: _____

Registration Advisor: _____ Date Processed: _____