



New York City Campus  
Registrar  
2 Washington Street  
New York, NY 10004  
(646) 378-6192  
Scan completed form to Servicecenter@Nyack.edu

## Institutional Withdrawal

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Degree Program: \_\_\_\_\_ Campus: \_\_\_\_\_ Date: \_\_\_\_\_

I am withdrawing from Nyack College/ATS effective (date): \_\_\_\_/\_\_\_\_/\_\_\_\_ (month/day/year)

As applicable: I will be leaving the campus housing as of \_\_\_\_/\_\_\_\_/\_\_\_\_ For Residence Life purposes

The reason(s) for my withdrawal are as follows:

- Change of Vocational Intent    Financial    Marriage    Birth    Death in family    Transferring
- Dissatisfaction with Nyack/ATS    Illness    Other \_\_\_\_\_

Please share with us any way you feel we could have helped you to have a more successful experience: \_\_\_\_\_

- I DO expect to return for the \_\_\_\_\_ semester.
- I DO NOT expect to return.

Tuition Refund schedule for students who withdraw:

- 100% refund if student withdraws by the end of the registration period (end of add/drop).
- 80% refund if student withdraws by the end of the second week.
- 60% refund if student withdraws by the end of the third week.
- 40% refund if student withdraws by the end of the fourth week.
- 20% refund if student withdraws by the end of the fifth week.
- No refund if student withdraws more than five weeks.

\*Note: Withdrawal may jeopardize student eligibility for scholarships, loans, grants, athletics, and college-owned housing. Students are responsible for any remaining balance.

- I have read the Tuition Refund schedule and Note.

*Please sign your name below if you understand and agree to these conditions, and to affirm that you understand it is your responsibility to be informed of Nyack College registration and financial policies, and to comply with those policies. Your signature indicates that you agree to pay any balance due as a result of the withdrawal.*

\_\_\_\_\_  
Student's Signature \_\_\_\_\_  
Date

### For Office Use Only

Schedule \_\_\_\_\_ WD Student Group \_\_\_\_\_ Moved to WD status \_\_\_\_\_ CUM GPA \_\_\_\_\_ SAP hold applied? Y / N  
Distribution:  SFS    Student Dev.    Housing    TAP Assessor (NY)    Registrar    Advisor    Housing    Library