



Section 1 - Student Information:

Last Name	First Name	Cornell NetID
Email		Cornell ID
Mailing address		
College	Academic Program (Major)	

Section 2 - Type of Leave of Absence or Withdrawal - Select One:

Voluntary leave of absence
  I would like to withdraw/take a leave (circle one) from the following program (only if enrolled in multiple programs): \_\_\_\_\_

Withdrawal from Cornell University

If you are seeking a health leave of absence, do not complete this form. Please visit Cornell Health or call (607) 255-5155 for more information.

Section 3 - Withdrawal/Leave Effective Date - Select One:

Note: Should reflect the last term of attendance.

Immediately. Please Note: 1. Effective date of your leave will be the date this form is submitted 2. Submissions after the university drop deadline will result in W's for all classes.

If immediately, indicate whether you attended at least one class or completed at least one lesson for any course in which you were enrolled for the term (select one): Yes  No

End of Fall 20\_\_ Term
  End of Spring 20\_\_ Term
  End of Summer 20\_\_ Term

Before you submit this form, please make sure that you fully understand the University's and your College's withdrawal policy and have followed any and all recommendations. A list of designated college offices is on the second page of this form. By submitting this form, I acknowledge:

1. I have reviewed all policies and wish to submit a voluntary leave of absence or withdrawal.
2. The effective date is accurate. If effective "immediately," the effective date is today, the date I submitted this form.
3. I may owe tuition or fees to Cornell University depending on my effective date.
4. If I received financial aid, I may be billed for some or all of the aid I received.
5. This is not a guarantee of approval for my withdrawal/leave or return.
6. If I am on a J-1 or F-1 visa, a leave of absence or withdrawal may impact your visa status and I will consult with the Office of Global Learning, International Services division regarding my specific circumstance.

Student Signature	Date
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Office Use Only

College Registrar Signature	Date	*Advisor/Counselor Signature	Date
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\*Advisor/counselor signature is optional and is dependent upon your individual college's requirements. Please refer to the second page of this document for additional college contact information.

For more information about tuition and/or financial aid impacts of your leave/withdrawal, please visit the Office of the Bursar at <https://www.dfa.cornell.edu/bursar/students-parents/leaving/> and the Financial Aid Office at <https://finaid.cornell.edu/policies/leaves-absence-and-withdrawal/>

### **College Registrar Contact Information**

#### **Agriculture and Life Sciences**

140 Roberts Hall  
cals-studentservices@cornell.edu  
(607)-255-CALS (2257)

#### **Architecture, Art and Planning**

235 Sibley Dome  
aap-studentservices@cornell.edu  
(607) 255-4376

#### **Arts and Sciences**

G17 Klarman Hall  
as\_advising@cornell.edu  
(607) 255-4833

#### **Engineering**

170 Rhodes Hall  
eng\_registrar@cornell.edu  
(607) 255-7140

#### **Graduate School**

143 Caldwell Hall  
grad\_registrar@cornell.edu  
(607) 255-5826

#### **Human Ecology**

146 Martha Van Rensselaer Hall  
hereg-mailbox@cornell.edu  
(607) 255-2235

#### **Industrial and Labor Relations**

101 Ives Hall  
ilr\_registrar@cornell.edu  
(607) 255-1515

#### **Law School**

160 Myron Taylor Hall  
law.registrar@cornell.edu  
(607) 255-7190

#### **SC Johnson College of Business**

##### **Charles H. Dyson School of Applied Economics and Management**

Warren B34  
nlh47@cornell.edu  
(607) 255-8472

#### **School of Hotel Administration**

180 Statler Hall  
ha-registrar@cornell.edu  
(607) 255-6376

#### **Samuel Curtis Johnson Graduate School of Management**

106 Sage Hall  
GM-Registrar@cornell.edu  
(607) 255-4793

#### **Veterinary Medicine**

S2 009 Schurman Hall  
cvmregistrar@cornell.edu  
(607) 253-3766