

## WITHDRAWAL FROM UNIVERSITY

Please return this completed form to the **Science Faculties Support Unit**.

**Please complete all sections of this form and sign and date it at the bottom.**

**SURNAME** \_\_\_\_\_ **FORENAMES** \_\_\_\_\_

**STUDENT NUMBER** \_\_\_\_\_ **DATE OF BIRTH** \_\_\_\_\_

**CORRESPONDENCE ADDRESS:**

\_\_\_\_\_

**POST CODE:** \_\_\_\_\_ **TEL:** \_\_\_\_\_

**I give notice of my withdrawal from the University for the following reason** (please tick **ONE** of the following boxes):

- |  |  |
|--|--|
| <input type="checkbox"/> Academic Progress Reasons | <input type="checkbox"/> Gone into Employment                |
| <input type="checkbox"/> Health Reasons            | <input type="checkbox"/> Transferring to Another Institution |
| <input type="checkbox"/> Financial Reasons         | <input type="checkbox"/> Other                               |
| <input type="checkbox"/> Personal Reasons          |  |

If you are transferring to another Institution please name new University/ College:

\_\_\_\_\_

Please give below, in confidence, any further details you wish on your decision to withdraw:

\_\_\_\_\_

**Please give an indication of your present intention. (Please check relevant box)**

- |  |   |
|--|---|
| <input type="checkbox"/> I intend to return to the University of Glasgow at a future date. | <input type="checkbox"/> I do not intend to return to the University of Glasgow at a future date. |
|--|---|

**Please state your last date of attendance/Withdrawal Date (dd/mm/yyyy):** \_\_\_\_\_

**With whom did you discuss your decision to withdraw?** (Please check relevant boxes).

- |   |   |
|---|---|
| <input type="checkbox"/> No One             | <input type="checkbox"/> Student Counsellor/Welfare Adviser |
| <input type="checkbox"/> Adviser of Studies | <input type="checkbox"/> Other                              |

If you ticked 'Other' Please give details below:

\_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### Data Protection Statement

The University collects and processes information, including images, about its students, applicants and potential applicants, for academic, administrative, management, pastoral, and health and safety reasons. Some of this information is considered as sensitive personal data in the terms of the Data Protection Act 1998. The information is provided by a student, applicant or potential applicant or on his/her behalf. It is not possible to become, nor remain, a matriculated student, nor to process an application without agreement to provide this information. The information is processed in accordance with the University's Notification with the Information Commissioner under the Data Protection Act 1998, and is disclosed to third parties only with students' consent, or to meet a statutory obligation, or in accordance with the University's Notification with the Information Commissioner, or in accordance with the terms of the Act.

The full statement on the processing of personal data is contained in the Fees and General Information for Students section of the 2007-08 University Calendar at [www.senate.gla.ac.uk/calendar/](http://www.senate.gla.ac.uk/calendar/).