



Division of Student Affairs
Office of AVPSA/Judicial Affairs
 Ralph Lee Student Center, Room #G18
 (256) 372-5616 Office
 (256) 372-8795 Fax
 Email: kyla.pitcher@amu.edu

JUDICIAL WITHDRAWAL Clearance Form

Instructions: The student should return any borrowed books, cards, (I.D., meal tickets), keys, uniforms, or equipment to the appropriate office on the campus. If the student is withdrawing within the first four weeks of the semester, he should check with Financial Services regarding his/her eligibility for a refund of fees. Completion of this form does not necessarily relieve the student from any financial obligations he /she may have incurred at Alabama A&M University. The withdrawal process is not complete until all signatures have been secured, and this form is returned to the Registrar's Office. **Please Note: "The Clearance Date Granted" will be administered on the date the student initiates the withdrawal process.**

Name: _____ Banner ID: _____
Last First MI

Date of Birth: ___/___/___ Classification: _____ Email Address: _____

Contact Phone Number: (____) _____

Local Address: _____
Number and Street City State Zip Code

Permanent Address: _____
Number and Street City State Zip Code

Please Check Disciplinary Action Levied Against You:

Suspension _____ Interim Suspension _____ Expulsion _____

Please indicate "effective" date and clearance to return date:

Effective _____ Clearance to Return: _____

Please check this box if you receive VA Assistance:

Signature of Student **Date**

Signature of Judicial Administrator **Title** **Date**

Please check this box if you are a student athlete and list the sport you participated in:

SPORT: _____

Signature: _____ **Date**
Athletic Enhancement Center Representative

In order to insure that you have a clear record before you leave Alabama A&M University, it will be necessary to secure the following information before you can give an official withdrawal. *****Please note: All Student Loan borrowers must go to www.studentloans.gov and complete "Exit Counseling" before obtaining the signature from the Financial Aid Office.**

1. _____ Special Student Services (SSS)/VGA Inform SSS and VA office of withdrawal.
(Room 106 Carver Complex South)
2. _____ Financial Aid Office Inform Financial Aid Office
(Room 211 Patton Hall)
3. _____ Cashiers Office Payment of University accounts, if any.
(Room 105 Patton Hall)

CLEARANCE GRANTED ON: _____ **Signature:** _____
Date Registrar

FOR OFFICE USE ONLY: Date Issued to Student: ___/___/___ **Semester & Year** ___/___ **Initials of Staff:** _____