Leave of Absence/Withdrawal Check List:

If you are in the process of applying for a Leave of Absence or Withdrawal, please use this checklist to keep track of which offices you have contacted:

◊ Complete the Withdrawal/Leave of Absence Process
◊ EOP Office-136 Sisson Hall
◊ International Education-107 Crumb Library
◊ Crane Students-C220 Bishop Hall
◊ Students receiving Military and/or Veteran benefits-128C Sisson Hall
◊ Financial Aid Office-319 Raymond Hall
◊ Student Accounts Office-412 Raymond Hall
◊ Meal Plan/Bear Express-129 Merritt Hall
◊ Residence Life/Housing Refunds/Keys-Draime Hall
◊ University Police-181 Van Housen Hall
◊ Book Returns (1st 4 wks)-College Store-Barrington Student Union
◊ Return Rented Textbooks-College Store-Barrington Student Union
◊ Return library books and/or resolve fines
◊ Return Mail key-Barrington Mail Room
◊ Registrar’s Office-students transferring (transcript)