AMERICAN UNIVERSITY OF IRAQ, SULAIMANI

UNDERGRADUATE WITHDRAWAL

Effective Date _____

Student Name: _____ Student ID Number: _____

Reason(s) for Withdrawal from AUIS: _____

Library

- Returning borrowed books during the semester or before the deadline

Library Manger _____

Scholarship Office

- Only scholarship and sponsored students are requires to obtain this signature.

Scholarship Office _____

Student Services

- Office / entertainment supply rentals
- Check on any pending fees / keys / lockers

Student Services _____

FMD Department

- Check out of dorm room (if applicable)

_____

Dean of Students and advisor

- Make sure there are no pending academic issues

Dean of Students _____

Finance

- Pay off outstanding debts and fees

Bursar _____

Registration and Records Office

Registration and Records Director _____

1. Return ID card and completed form to the Registration and Records Office.
2. Take high school certificate and/or other official documents.

Processed by _____

Registration and Records Office