

**STATUS UPDATE
DEPLOYMENT OR CALLED TO ACTIVE DUTY**

With few exceptions, state law gives you the right to request, receive, review and correct information about yourself collected on this form.

Name _____ SID _____

Date _____ Service Branch _____

Permanent mailing Address _____

The university joins the nation in wishing you a safe and speedy return.

I am requesting the below stated exception to policy because of:

- _____ Military orders requiring my change of duty station prior to completion of my course(s).
- _____ Military orders requiring me and/or my organization to deploy overseas because of national emergency, war, or other peacekeeping mission.
- _____ Military orders requiring my absence from my present duty assignment for temporary duty (TDY) for military training or special assignment.

Please initial as appropriate:

- _____ I wish to withdraw with "W" grades as of _____ (Date) and be given any refund I am eligible to receive under the university refund policy which applies to my status.
- _____ I wish to have my registration cancelled and be allowed a 100% refund of all tuition and fees.
- _____ I want to be given final grades in each class, if possible.
 - _____ I want to receive an incomplete in any class in which I cannot receive a grade.
 - _____ I want to receive a "W" (withdrawal) in any class the I cannot receive a final grade.
- _____ I am a graduating senior this semester.

Military Orders Attached _____ **Being sent by** _____

On National Guard List _____ **Orders unavailable, verification will be provided upon return** _____

Student's Signature _____ Date _____

Decision:	Approved _____	Denied _____	Based on Military Orders _____
Action:	Cancellation (100%) _____	Withdrawal (100%) _____	
Refund exclusive of non refundable fees. Room and Board will be refunded on a pro-rata basis.			
Signature, Registrar _____		Date _____	