REQUEST TO WITHDRAW

See Article 6.9 of the Graduate School Policy Handbook for Guidelines.

Submit form to Graduate School – N204



THE GRADUATE SCHOOL OF BIOMEDICAL SCIENCES

BAYLOR COLLEGE OF MEDICINE

	Student Name:	BCM ID #: (Are you also in the MD/PhD Program? _ Yes _ No)				
	Graduate Program:					
	This form mus	st be submitted prior to	e submitted prior to the effective date of withdrawal.			
	EFFECTI'	VE DATE OF WITHDRA	WAL:			
	REASON:					
	Student's Signature:		[Date Signed:		
	Forwarding Address:			Гelephone:		
				<u>()</u>		
	Non-BCM email address					
l		REQUIRED AP	DDOVAL S			
	(Department administrato	rs must obtain appro	val from the GS	SBS prior to entering any HR		
		actions for gradu	ate students)			
DEP.	ARTMENT ADMINISTRATOR:	SIGNATURE	DATE	PRINTED NAME		
PR∩	GRAM ADMINISTRATOR					
1110		SIGNATURE	DATE	_		
MAJ	OR ADVISOR:	SIGNATURE	DATE	_		
DD∩	GRAM DIRECTOR:	SIGNATURE	DAIL			
1 110		SIGNATURE	DATE	_		
GRA	DUATE SCHOOL DEAN:	OLOMATUDE	DATE	_		
		SIGNATURE	DATE			

WITHDRAWAL CLEARANCE PROCESS REQUIRED BY BAYLOR COLLEGE OF MEDICINE

STUDENT WITHDRAWING:	BCM ID #:				
WITHDRAWAL DATE:					
• FINAL TRANSCRIPT HAS BEEN REVIEWED AND APPROVED, WITH EXCEPTIONS NOTED ON TRANSCRIPT:					
Student's Signature	 Date				
WITHDRAWAL FORM HAS BEEN REVIEWED AND APPROVED BY T MAY PROCEED WITH THE CLEARANGE		D THE STUDENT			
Graduate School SIGNATURES BELOW INDICATE DESIGNATED RES	Date PONSIBILITIES HAVE BI	EEN MET			
SIGNATURES MUST BE OBTAINED IN THIS ORDER	Signature	Date			
Benefits (Student Health Insurance) Insurance coverage terminates the last day of the month in which a student graduates or withdraws. Although BCM does not endorse any particular health insurance company, the following are possible resources for purchasing an individual policy: Ehealth Insurance, Government Marketplace or Wortham Insurance Student's signature acknowledges receipt of this information	No signature required from Benefits.				
International Services Office – O'Quinn Medical Tower, 6624 Fannin, Suite 1800 Required for non-U.S. citizens including U.S. permanent residents					
Student Financial Aid - N104 713-798-4603 M-Th 8am-5pm Fr 8am-4pm Graph Federal Loan Exit Counseling www.studentloans.gov					
Student Account Services – O'QUINN TOWER Email form to sas@bcm.edu for signature					
☐ Federal Loan Exit Counseling ☐ Account Paid in Full					
TMC Library Account is closed if student is leaving Baylor. If remaining at Baylor as a Postdoc, account is changed accordingly.					
Security – BCM 108H ID badge turned in here.					