



# MARQUETTE UNIVERSITY GRADUATE SCHOOL

## REQUEST FOR TEMPORARY WITHDRAWAL FROM GRADUATE PROGRAM

This form is to be used by graduate students requesting a temporary withdrawal from their graduate studies. Students are urged to be extremely cautious in requesting a temporary withdrawal. During the withdrawal period, students become inactive and will not have enrollment status for purposes of health insurance and loan deferment, nor will they have access to campus libraries, computer services and recreational centers.

The time taken during an approved temporary withdrawal will not be included as part of the student's six years to completion for their master's or eight years to completion for their doctoral programs. If the student received loans that are being deferred, the student will lose deferment status while withdrawn.

There is no guarantee that a request will be granted. A temporary withdrawal cannot be approved retroactively.

If the student wants to be considered for tuition scholarships or graduate assistantships upon their return, it is the student's responsibility to apply for financial aid by the appropriate competition deadline. Original signatures are required. If you need assistance completing this form, please contact the Graduate School at 414-288-7137.

### STUDENT INFORMATION

Name:  MUID:

Program:  Degree:

Adviser:

Dates requested for temporary withdrawal: From:  To:

I am currently receiving an assistantship / scholarship / fellowship from Marquette University's Graduate School:  Yes  No

Student Signature:  Date:

Please use this space to explain why a temporary withdrawal is being requested:

### DEPARTMENTAL AND GRADUATE SCHOOL APPROVAL

Do you approve the student's request for a temporary withdrawal?

Adviser Signature:  Date:   Yes  No

DGS or Chair Signature:  Date:   Yes  No

Graduate School Signature:  Date:   Yes  No

PLEASE FORWARD COMPLETED FORM TO THE GRADUATE SCHOOL