

# NOTICE OF WITHDRAWAL or LEAVE OF ABSENCE FROM J.D. PROGRAM

Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Below, please confirm your intention to withdraw or take a leave of absence from the J.D. program.

- Do you intend to withdraw from the program? Yes \_\_\_ No \_\_\_
- Do you intend to take a Leave of Absence? Yes \_\_\_ No \_\_\_
- The proposed effective date of your withdrawal or leave is \_\_\_\_\_.
- If a Leave of Absence, when do you propose to return (if known)? \_\_\_\_\_.
- If you are transferring law schools, which school will you attend? \_\_\_\_\_

For the following courses:

Course Number (3 digit LOCUS Code)	Class Number (4 digit code)	Course Title	Section Number	Credit Hours

## IMPORTANT

Please note that complete withdrawal from the university or a withdrawal that reduces your credit load below the minimum semester requirement may have financial aid implications, including, but not limited to requiring that you return any and all funds received for the term (including cost of living expenses) or loss of deferment of other student loans. Please contact Financial Aid at [lufinaid@luc.edu](mailto:lufinaid@luc.edu) to discuss the financial aid consequences before completing this request.

A change of registration status may also impact your grades. Depending on the date of your withdrawal, you may receive a grade of “W” (Withdraw), “WF” (Withdraw Failing, or other academic marks for the courses. Please contact your Academic Advisor for further information.

Reason(s) for request. (Please provide any supporting documentation if available.)

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## APPROVALS:

Please return completed form to Assistant Dean of Students Anita Maddali (Room 1227) in person or by e-mail at [amaddli@luc.edu](mailto:amaddli@luc.edu).

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

**For Student Withdrawals or Leaves of Absence:**

**Whenever a student withdraws from the School of Law, we would like to learn as much as we can about that student's experience so that we can better serve our students in the future. For this reason, would you mind taking a few moments to respond to the questions below? Thanks.**

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Is there anything you wish you had known about law school generally or Loyola specifically before you began?

Were you particularly satisfied with any aspect of your experience at Loyola?

Were you particularly dissatisfied with any aspect of your experience at Loyola?

**Thank you and best wishes.**