

# Application for Withdrawal

Date of Submission: \_\_\_\_\_ (Year) \_\_\_\_\_ (Month) \_\_\_\_\_ (Day)

Att.: Dean of the School of Culture, Media and Society / Humanities and Social Sciences, Waseda University

## Student

\*Please make sure that the student signs and affixes his/her own seal.

School	School of _____	Student Number	
Theoretical Configuration, Course		School Year	
Name	Seal		
Phone No.		Date of Birth	
Address	Postal Code: _____ - _____		
Tuition Fee	I have already paid the tuition for the <u>spring</u> / <u>fall</u> semester of AY _____.		
Request for withdrawal in the middle of a semester	<p><u>Yes</u> / <u>No</u></p> <p>Circle "Yes" if you want to withdraw from the school as of the date of this application, not from the subsequent semester (i.e. not as of the last day of the semester for which you have already paid the tuition).</p> <p>If you withdraw in the middle of a semester, the semester in question will not be included in your years of registration with Waseda University.</p> <p>E.g.</p> <p>If you entered Waseda University on April 1, 2015 and withdrew as of September 20, 2015, you would be considered to have been registered with Waseda University for a half year.</p> <p>If you entered Waseda University on April 1, 2015 and withdrew as of July 25, 2015, you would be considered to have registered with Waseda University for zero years.</p>		

## Guardian (parent)

\*Please make sure that the guardian signs and affixes his/her own seal. Refrain from using the same seal as the student's.

Name	Seal
Address	Postal Code: _____ - _____
Phone No.	

I hereby request permission to withdraw from the school for the following reason.

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- \* Please make sure that student and guardian signs and affixes his/her own seal.
- \* Please return your student ID card when submitting this form.
- \* Please pay the tuition fee for the semester if you withdraw in the middle of a semester.

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The following is for administrative use only.

Associate Dean	Interview Date	Reception Date	Approval Date	Notification Date	Remarks
	/	/	/	/	

Administrative Office, Faculty of Letters, Arts and Sciences, Waseda University