

Withdrawal from the University

Students who wish to leave and who do not plan to return to the University should request a Withdrawal. Official withdrawal from the University must be authorized by the Dean of the appropriate college. In order to affect an official withdrawal, a student must submit to the Associate Dean, Undergraduate Business Programs, a formal letter, or the appropriate college form, and then have an interview with the Associate Dean. The letter of withdrawal may be countersigned by the student's parents or legal guardian. The parents or guardians may, if they wish and if authorized by the student, submit the official letter of withdrawal. Students who request an official withdrawal during the semester may be eligible for refund of some or all of the tuition paid for that semester (see the [Refund Schedule](#) section for more details). A student who has withdrawn from the University who wishes to return, must apply directly to the college the student wishes to attend (admission is granted at the sole discretion of the Dean of that college.)

Students who leave the University without authorization will be treated as having withdrawn from the University. They may not return to the University without reapplying directly to one of the Villanova's colleges.