

DU Stop-Out Form Undergraduate



Name: _____ Student #: _____

DU Email: _____ Other Email: _____

Withdrawing for: (circle one) Fall Winter Spring Summer 20_____

Returning for: (circle one) Fall Winter Spring Summer 20_____ (a quarter **MUST** be indicated)

Local Address

Street Address: _____

City: _____ State: _____ Zip _____ Phone _____

Home Address

Street Address: _____

City: _____ State: _____ Zip _____ Phone _____

IMPORTANT: Correspondence will be sent to you one quarter prior to your expected return.

Which address should these materials be sent to? Home Address Local Address

Which email address should emails be sent to? DU Email Other Email

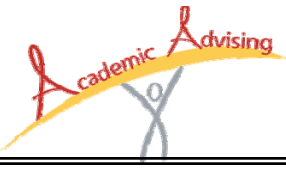
Please answer the following questions:

	YES	NO
1. Do you currently have on-campus housing?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are you an international student?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you have a DU laptop computer on loan?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you have any financial aid (scholarships, loans, grants, work study)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you planning on taking classes at another school while away from DU? If so, which school? _____	<input type="checkbox"/>	<input type="checkbox"/>

I understand that it is my responsibility to obtain appropriate advising upon my return to the University and to discuss with the Office of Financial Aid how this absence will affect my financial aid package. I also understand that my request to withdraw is not complete until I submit the Clearance Form to the Office of the Registrar.

Signature _____ Date _____





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Stop-Out Survey

The purpose of this survey is to gather information about why students leave the University of Denver. The information you supply on this questionnaire will be kept confidential.

Directions: Listed below are a number of reasons why a student might leave college. **Please rank your top five reasons, with 1 being the most important reason and 5 being the least. Please only mark 5 reasons.**

Questions	Rank
1. I was experiencing academic problems	
2. Wanted a break from my studies (time off, travel, vacation, etc.)	
3. The major I wanted was not offered or was not what I expected	
4. Dissatisfied with quality of the academic atmosphere	
5. Family/Personal Emergency--needed to return home	
6. Financial: Tuition/Financial Aid	
7. Medical/Health problem	
8. Experienced emotional problems	
9. Wanted to get work experience (including internships) and/or my job responsibilities increased	
10. Wanted to live closer to home/family	
11. Education received not worth the cost	
12. Paternity, maternity, or family change	
13. Unhappy with social atmosphere	
14. Dissatisfied with athletic experience	
15. Totally/Permanently Disabled	
16. Serving in the Armed Forces	
17. Foreign Aid Service (Federal Government)	
18. Official Church Mission	
19. Personal--I'd prefer not to say	

What is the main reason you are enrolling in the Stop-Out Program?

Are there other reasons you are choosing to take time off? If so, what are they?

Office Use Only							
Reason	Return	Left	Banner	Date	Panda	Date	Advisor



The Stop-Out Program – Undergraduate

What is the Stop-Out Program?

The Stop-Out Program allows undergraduate DU students to take a leave of absence. By “stopping out,” students formally withdraw from the University, but are guaranteed re-admittance if they return within four academic quarters, as long as the student has not been suspended or dismissed for judicial or academic reasons. Students who have stopped out will be mailed all their registration materials one quarter prior to their scheduled return and will be able to register during priority registration.

Students may not enroll in the Stop-Out Program in order to study abroad. All study abroad experiences, whether they are DU programs or not or whether the student is participating in the Cherrington Global Scholars program or not, must go through the Study Abroad Office (duabroad@du.edu, 303.871.4912). Credit earned abroad while on Stop-Out will not transfer.

Instructions on enrolling in the Stop-Out Program:

1. Prior to the end of the 6th week of the quarter, if you are registered for classes that you need to withdraw from, please fill out a Withdraw form. You can fill out the form online through the myWeb tab of webCentral. You can also obtain a copy from the Office of the Registrar or from their website, <http://www.du.edu/registrar/>. After the 6th week, instructor permission is also required to withdraw from a course. In the last 10 days of the term, it is generally not possible to withdraw from a course. If you need help with this process, please let an adviser know.
2. Complete the attached stop-out form and survey and submit to Academic Advising (Driscoll South, Suite 30).
3. All registration materials will be sent to you one quarter prior to your scheduled return. You will be able to register via Webcentral, webcentral.du.edu. Contact the Office of the Registrar, 303-871-2284, with login difficulties.
4. If your address should change while you are on stop-out, it is your responsibility to contact us with the new information.
5. If you choose to return to DU earlier or later than expected, please give us a call.

For questions, please contact:

Academic Advising
University of Denver
2050 E. Evans Avenue, Suite 030
Denver, CO 80208
(303) 871-2455
(303) 871-3331 (fax)
advising@du.edu

Good Luck! We look forward to your return.