



WITHDRAWAL FROM LAW SCHOOL

To withdraw from your certificate or degree program at Golden Gate University School of Law, this form may be completed and signed digitally by downloading the file to a computer, entering information, saving it, attaching it to an email message, and sending it to lawreg@ggu.edu. This form can also be sent to: Golden Gate University, Office of the Registrar, Suite 1350, 536 Mission Street, San Francisco, CA 94105-2968; or fax it to 415-442-7223. For assistance call 415-442-6620.

A. Student Information

GGU ID Number Last/Family Name First/Given Name Middle Name or Initial
Telephone Number Email Address Degree Program: JD LLM MLS SJD

B. Current Term Enrollment

Are you enrolled in courses for the current term? Yes No
If yes, how do you intend to resolve the courses? (Check all that apply.)
I will complete (have completed) some or all courses.
I will withdraw from some or all courses this term. (Submit separate Registration Request form.)
If you will not complete your current courses, what was (will be) your last date of class attendance?

C. Withdrawal Request and Reason

I am discontinuing my legal studies.
I intend to enroll in another law school. Name of school:
I intend to take the bar exam in the following jurisdiction:
Reasons for withdrawal:

D. Financial Information

Current student account balance \$ (Should be \$0. If not, consult with Student Accounting Services.)
Have you received financial aid while at GGU? Yes No (If so, consult with Financial Aid Office.)
Were you a GGU scholarship recipient? Yes No
Financial Aid Office Notes:

E. Acknowledgement of Policies

I have read, understand, and initialed the policies on the reverse of (Page 2), or attached to, of this form.

Student Signature Date

F. Administrative Action

Accommodations Notification Student ID Relinquished

Administrative Notes:

Director/Associate Dean for Law Student Support or LLM Program Director Signature Date



WITHDRAWAL POLICIES

- \_\_\_\_\_ Initial

1. Students must withdraw from courses by submitting either a *Registration Request* form or by dropping the courses in Self-Service via [myGGU](#).
- \_\_\_\_\_ Initial

2. Submission of this form and an exit interview with the Director for Law Student Support is required. A notation regarding administrative withdrawal is made on the transcripts of students who are administratively withdrawn due failure to satisfy these requirements.
- \_\_\_\_\_ Initial

3. JD students who voluntarily withdraw from the Law School, or who are administratively withdrawn for any reason, must reapply for admission and be readmitted as entering first-year students before they may enroll in Law School courses again. Readmission of JD students who previously withdrew from Golden Gate is unusual. No assurances can be given that such students will be readmitted in the future. Students who withdraw are encouraged to take a minimum of two years to resolve any issues which led to withdrawal or to prepare academically to succeed in law school. If students are readmitted, the courses they completed previously will not count towards their new JD degree programs. In other words, students who are readmitted must start their JD degree programs from the very beginning. However, their prior academic history will continue to appear on their transcripts and will be considered in the review process for readmission to the law program. No statements or oral representations by any member of the Golden Gate University School of Law faculty, staff, or administration can alter the effects of these policies.