CHU HAI COLLEGE OF HIGHER EDUCATION

APPLICATION FOR WITHDRAWAL FROM STUDIES

Points to Note

1. Please complete Part A and B of this form and submit it to the Registrar's Office.
2. For applications submitted after the commencement of a semester, all students are required to settle all outstanding tuition fee and/or other fees before such applications will be processed.

Part A Personal Particulars	
Name of Student:	Student No:
Programme:	Year of Study:
Do you require a student visa/permit to stay in Hong Kong? * Yes / No	

* please delete as appropriate

Part B Reason(s) for Withdrawal

Please tick the appropriate box.

☐ Health issues ☐ Family factors

☐ Employment ☐ Loss of interest in the programme

☐ Emigration ☐ Retaking public examination

☐ Financial hardship ☐ Leaving Hong Kong for a period of time

☐ Transfer to another institution

Name of Institution: _____

Programme Title: _____

Country /Region: _____

☐ Other reason(s)

Please specify: _____

Signature: _____ Date: _____

For Office Use Only

Registrar's Office		
Event /Action	**Date**	**Handling Officer**
Application received		
Collection of student card		
Update in system		
Faculty informed		
Library, SAO, ITSO and FO informed		