

**STATUS UPDATE  
DEPLOYMENT OR CALLED TO ACTIVE DUTY**

*With few exceptions, state law gives you the right to request, receive, review and correct information about yourself collected on this form.*

Name \_\_\_\_\_ A# \_\_\_\_\_

Date \_\_\_\_\_ Service Branch \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_

*The university joins the nation in wishing you a safe and speedy return.*

**I am requesting the below stated exception to policy because of:**

- \_\_\_\_\_ Military orders requiring my change of duty station prior to completion of my course(s).
- \_\_\_\_\_ Military orders requiring me and/or my organization to deploy overseas because of national emergency, war, or other peacekeeping mission.
- \_\_\_\_\_ Military orders requiring my absence from my present duty assignment for temporary duty (TDY) for military training or special assignment.

**Please initial as appropriate:**

- \_\_\_\_\_ I wish to withdraw with "W" grades as of \_\_\_\_\_ (Date) and be given any refund I am eligible to receive under the university refund policy which applies to my status.
- \_\_\_\_\_ I wish to have my registration cancelled and be allowed a 100% refund of all tuition and fees.
- \_\_\_\_\_ I want to be given final grades in each class, if possible.
  - \_\_\_\_\_ I want to receive an incomplete in any class in which I cannot receive a grade.
  - \_\_\_\_\_ I want to receive a "W" (withdrawal) in any class the I cannot receive a final grade.
- \_\_\_\_\_ I am a graduating senior this semester.

**Military Orders Attached** \_\_\_\_\_

**Being sent by** \_\_\_\_\_

**On National Guard List** \_\_\_\_\_

**Orders unavailable, verification will be provided upon return** \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Decision:      Approved \_\_\_\_\_      Denied \_\_\_\_\_      Based on Military Orders \_\_\_\_\_  
Action:        Cancellation (100%) \_\_\_\_\_      Withdrawal (100%) \_\_\_\_\_  
Refund exclusive of non refundable fees. Room and Board will be refunded on a pro-rata basis.

\_\_\_\_\_  
Signature, Registrar

\_\_\_\_\_  
Date