



CHANGE IN REGISTRATION

TERM	
DATE	

Office of the Registrar • (734)432-5400 • registrar@madonna.edu

ID NUMBER					NAME (last)			(first)			(middle)		

Dept	Course #	Section	Lab	Audit	Sem Hrs	Add	Drop	Withdraw	Last day of attendance*	Comments/Reasons

The date that the request for withdrawal is received by the Office of the Registrar is used, if the last day of attendance is blank.
 *For course withdrawals, the last date you engaged in an academically-related activity in your course(s) **may include, but is not limited to:**

- Class attendance.
- Turning in a class assignment.
- Taking an exam, tutorial or computer-assisted instruction.
- Attending a study group that is assigned by the institution.
- Participating in an online discussion about the course.
- Initiating contact with a faculty member regarding the course material.

- I understand that by signing this form that I, the student, am legally obligated to pay all tuition and fees. In the event of default, the University may refer my account to a credit reporting agency, a collection agency, and/or initiate legal action to recover any outstanding debt. I understand that I am also responsible for the costs of collection including interest, penalties, collection agency fees, court costs and attorney fees.
- I understand that by adding, dropping, and/or withdrawing from the above classes I may affect my present and/or future financial aid, including any type of federal, state, or institutional aid administered by the Madonna University Financial Aid Office.

Signature _____

Check this box if you are dropping/withdrawing due to COVID