REQUEST TO WITHDRAW - BENG or BSENG PROGRAM

For students requesting to withdraw from the Bachelor of Engineering or Bachelor of Software Engineering, complete this form and submit it to the Engineering Undergraduate Office.

Please note, you must also submit an Undergraduate Faculty/Program Change Request via My UVic Application at www.uvic.ca/application to complete a transfer to another faculty/program. The Undergraduate Faculty/Program Change Request is submitted electronically to Undergraduate Records.

Part 1: To be completed by student

Student Name: _______________________________________________

Student #: V00________________________

I am hereby requesting permission to withdraw from the Bachelor of Engineering or Bachelor of Software Engineering effective: ☐ Fall (Sep-Dec)  ☐ Spring (Jan-Apr)  ☐ Summer (May-Aug)

(In order to be made effective for a specific term, the form must be processed no later than the last day to add courses for that term. If a form is received after that deadline, it will be processed to be effective for the next term.)

Or, withdrawing from the University of Victoria: ☐

For information purposes, please indicate what Faculty/Program you intend to transfer to (if not SS) and reason(s) for your withdrawal/transfer from the BENG/BSENG program:

Faculty/Program?_________________________________________

Reasons?________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Student Signature: _________________________________________

Date: ______________________

Part 2: To be completed by Admissions/Advising Officer

Approval is hereby granted for the above noted student to withdraw from the Bachelor of Engineering or Bachelor of Software Engineering Program.

Name: _____________________________________________________ ☐ Removed from ENGR Advising Site

Signature: _________________________________________________

Date: ______________________