GLENDALE COMMUNITY COLLEGE
INTERNATIONAL STUDENT SERVICES

International Student Services
Sierra Vista, 3rd Fl
1500 N Verdugo Rd
Glendale, CA 91208-2894
818-240-1000 x6645
gcciso@glendale.edu

Withdrawal Form

Use this form to request that Glendale Community College end your F-1 status. Do not submit this form for a medical leave of absence; the Reduced Course Load form must be submitted to request a medical leave of absence. If you are leaving GCC to attend another school, complete the Transfer Out Request Form.

You will have 15 days to depart the US from the day that you request the College close your F-1 record. If you plan to return to GCC within 5 months of your withdrawal date, please contact us at least 2 months before your new term begins to determine if you are eligible to have your I-20 reactivated.

Your Information – Type or print clearly

_____ _____ _____
Last/Family Name First Name Middle Name

_____ _____ _____
GCC ID Number Date of Birth (MM/DD/YY) Phone number (XXX-XXX-XXXX; please ensure voicemail is activated)

Reason for Withdrawal (please select as many as apply):

- ☐ Financial issues
- ☐ Family/Personal Issues
- ☐ Decided to stop pursuing education
- ☐ Partial Withdraw - please close my F-1 record. I will continue taking classes online from overseas. I understand that this may affect eligibility for OPT and/or an immigration transfer.
- ☐ Change of Status Application – I wish to close my F-1 record while my change of status is pending.
  - ☐ I will continue taking classes at GCC. I understand that I will now receive academic counseling from the general counseling office.
  - ☐ I will not continue taking classes at GCC.
- ☐ Other (please specify): _____

Are you completing the current semester?

☐ Yes ☐ No. I understand I am responsible for dropping any courses in MyGCC during the add/drop period*

If it is **past** the add/drop period, please check here to have Admissions & Records drop you from all current term courses: ☐
Remember: you are responsible for tuition fees if dropping after the add/drop deadline for a refund. Please work on a payment plan with the Tuition Office, if needed, to avoid having your account sent to a collection agency.

Departure Date: _____

You must depart the US within **15 days** of submitting this form. If you are completing the semester in the US, you must depart within 15 days of the end of the term.

_____
Student Signature & Date (MM/DD/YY)