



MILES LAW SCHOOL

PO Box 39150 | BIRMINGHAM, AL 35208
205.923.7739 (OFFICE) | 205.923.7749 (FAX)

NOTICE OF SCHOOL WITHDRAWAL

NAME: _____ DATE OF BIRTH: _____

SOCIAL SECURITY NUMBER: _____ TELEPHONE NUMBER: (____) _____

ADDRESS: _____
CITY STATE ZIP

I AM HEREBY WITHDRAWING FROM MILES LAW SCHOOL FOR THE REASON INDICATED BELOW:

ACADEMIC DIFFICULTY FAMILY HARDSHIP FINANCIAL HARDSHIP PERSONAL ILLNESS OTHER,

PLEASE SPECIFY: _____

I WAS ENROLLED IN THE FOLLOWING COURSE(S) AT THE TIME OF WITHDRAWAL:

COURSE/NUMBER	LAST DATE OF ATTENDANCE	PROFESSOR	SEMESTER

PLEASE NOTE THAT ANY INCOMPLETE "I" RECEIVED IN ANY COURSE AT THE TIME OF WITHDRAWAL WILL CONVERT AUTOMATICALLY TO A PERMANENT "F" ON THE STUDENT'S TRANSCRIPT UNLESS A LETTER GRADE IS SUBSTITUTED BY THE END OF THE NEXT SEMESTER FOLLOWING WITHDRAWAL, i.e., LETTER GRADES FOR FALL SEMESTER MUST BE RECEIVED BY THE END OF THE SPRING SEMESTER. IT IS THE STUDENT'S RESPONSIBILITY TO CONTACT THE PROFESSOR(S) CONCERNING GRADES AND ENSURE THAT THE PROFESSOR HAS SUBMITTED A LETTER GRADE TO THE REGISTRAR'S OFFICE WITHIN THE PRESCRIBED TIME PERIOD.

I UNDERSTAND THAT I MUST MAKE A REQUEST IN WRITING TO THE REGISTRAR'S OFFICE FOR ANY APPLICABLE TUITION REFUND DUE TO ME PERSONALLY. I FURTHER UNDERSTAND THAT IF I SEEK READMISSION TO MILES LAW SCHOOL AFTER HAVING WITHDRAWN FOR TWO CONSECUTIVE SEMESTERS, I MUST APPLY FOR RE-ADMISSION AND MEET THE PREVAILING ADMISSION STANDARDS.

STUDENT SIGNATURE:

DEAN/REGISTRAR SIGNATURE:

DATE: