



Red Deer College
100 College Blvd.
Box 5005
Red Deer, Alberta
CANADA T4N 5H5
Telephone: 403.342.3400
Fax: 403.357.3660
E-mail: registrars@rdc.ab.ca
Web-site: www.rdc.ab.ca

CANCELLATION/COMPLETE WITHDRAWAL

FOR OFFICE USE ONLY			
Phone Cancellation Received		Contact Verification	
Initials	Date of Birth	Emerg. Contact	

The personal information that you provide on this form is being collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act of Alberta. It will be used by the Registrar's office for the purpose of cancellation or withdrawal from a Red Deer College program. This information will be protected in compliance with the provisions of the Freedom of Information and Protection of Privacy Act of Alberta. The information will be retained by the department in accordance with approved Information Management guidelines. Questions regarding this form may be directed to the Registrar's Office, Red Deer College, 100 College Blvd., Box 5005, Red Deer, AB T4N 5H5. Telephone 403.342.3300.

- This signifies that you wish to cancel/withdraw from the program and will not be attending any courses. You must re-apply for admission to attend any subsequent terms.
- Students who completely withdraw after the add/drop period will receive "WD" for courses in that term.
- It is the responsibility of the student to ensure that this form is received in the Registrar's Office by the cancellation/withdrawal deadlines listed in the academic schedule. Please see the RDC Calendar.

PERSONAL INFORMATION - PLEASE PRINT CLEARLY

LAST NAME	FIRST NAME	MIDDLE NAME	RDC ID #
ADDRESS		CITY	
PROVINCE	COUNTRY	POSTAL CODE	PHONE NUMBER

REGISTRATION INFORMATION

Are you registered?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	YEAR OF PROGRAM (CHOOSE <input checked="" type="checkbox"/> ONE)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	
PROGRAM - FIRST CHOICE			MAJOR	PROGRAM - SECOND CHOICE				
TERM	FALL (Sept. - Dec.)	YEAR	WINTER (Jan-April)	YEAR	SPRING (May/June)	YEAR	SUMMER (July/Aug.)	YEAR
REASON FOR LEAVING								
STUDENT SIGNATURE				DATE				

DISTRIBUTION: Copy 1 - RECORDS Copy 2 - Fees Office Copy 3 - STUDENT

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