



**OFFICE OF THE REGISTRAR**  
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# PROGRAM WITHDRAWAL FORM

Name: \_\_\_\_\_

I am requesting WITHDRAWAL from the following program of study:

Master of Divinity (MDiv)    Master of Arts in Pastoral Ministry (MAPM)    Master of Arts in Theology (MAT)

## Withdrawal Policy

Withdrawing from Christ the King Seminary is an official separation from study at the seminary. For this reason, students must consult the academic dean and the Financial Aid Office to completely understand both the academic and financial considerations.

When students use the “Program Withdrawal” process, they are withdrawing from Christ the King Seminary entirely, and officially separating. If a student is seeking to withdraw from a specific course, use the Withdrawal From Course Form.

It is the student’s responsibility to officially clear all records and obligations to receive official separation.

Students who fail to complete the process are liable for academic or financial penalty. Students who leave the seminary without officially withdrawing will be considered enrolled students, and grades will be recorded. Non-attendance of classes does not qualify as an official withdrawal and does not relieve a student of financial obligations. Additionally, stop-payment orders on checks, and/or disputing credit card payments do not constitute official withdrawals.

Students withdrawing from the seminary will be assigned a withdrawal grade of “W” in all courses in which they are enrolled and a grade has not been assessed.

Students wishing to return to Christ the King Seminary after withdrawing will be required to submit an updated application, interview with the academic dean, and pay an application fee.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Dean Signature

\_\_\_\_\_  
Date

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## OFFICE USE ONLY

Date received in registrar’s office: \_\_\_\_\_ Date processed: \_\_\_\_\_

cc :  Director of Business Affairs