



## UNDERGRADUATE DUAL DEGREE WITHDRAWAL FORM

To change a programme classification from a dual to a single degree, students must submit a completed **UNDERGRADUATE DUAL DEGREE WITHDRAWAL FORM** to the Head of the academic unit responsible for the affected degree. The Head will forward the form with his/her recommendation to the relevant Academic Dean who will make a determination and forward the form to the Records Department by the end of the third week of the semester in which the student wishes the change to be effective. An **UNDERGRADUATE DUAL DEGREE WITHDRAWAL FORM** submitted after the third week of the current semester may not become effective until the following semester.

Name of Student: \_\_\_\_\_ ID No: \_\_\_\_\_  
Please Print

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Primary Degree:**     Keep         Drop

Type of Degree: \_\_\_\_\_ Major: \_\_\_\_\_

**Secondary Degree:**  Keep         Drop

Type of Degree: \_\_\_\_\_ Major: \_\_\_\_\_

I have read and understand the Policy on Undergraduate Dual Degrees.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Primary Academic Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secondary Academic Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICIAL USE ONLY

Request Approved /  Request Denied Reason: \_\_\_\_\_

Signature, Primary Academic Unit Head: \_\_\_\_\_ Date: \_\_\_\_\_

Request Approved /  Request Denied Reason: \_\_\_\_\_

Signature, Secondary Academic Unit Head: \_\_\_\_\_ Date: \_\_\_\_\_

Request Approved /  Request Denied Reason: \_\_\_\_\_

Signature, Primary Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Request Approved /  Request Denied Reason: \_\_\_\_\_

Signature, Secondary Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE OF THE REGISTRAR

New Degree: \_\_\_\_\_ New Major: \_\_\_\_\_

AB/TAS Paper Number: \_\_\_\_\_ Effective Year/Semester: \_\_\_\_\_

Academic Plan Updated by: \_\_\_\_\_ Date \_\_\_\_\_  
Records Department Staff