



STUDENT WITHDRAWAL FORM - DOMESTIC

REFUND POLICY

Timelines Based on Calendar Days	Domestic Tuition Refund (Based on tuition paid in full)
Day 6 – 15	75% Tuition Refund
Day 16 – 30	50% Tuition Refund
Day 31 – to 90	25% Tuition Refund
Day 91 and onwards	Full Tuition/No Refund

*It is strongly recommended that students see a Student Advisor before officially withdrawing. Please contact Student Services to access an Advisor.

WITHDRAWAL DATE

The effective withdrawal date will be the date the Institute receives the completed Student Withdrawal Form.

SUBMISSION

In Person: Admissions Office - 7 Fultz Boulevard
 Fax: 204.488.4152
 Mail: Manitoba Institute of Trades and Technology - Admissions Office 7 Fultz Boulevard,
 Winnipeg, MB, R3Y 1G4
 Email: enrolment@mitt.ca (Ensure withdrawal form is attached to email)

Last Name: _____ First Name: _____

Student ID#: _____

Program/ Course Name: _____ Start Date: _____

PLEASE SELECT THE REASON FOR WITHDRAWAL:

- | | |
|--|--|
| <input type="checkbox"/> Voluntary Withdrawal – Program Not Suitable | <input type="checkbox"/> Voluntary Withdrawal – Secured Employment Voluntary |
| <input type="checkbox"/> Voluntary Withdrawal – Disliked Program | <input type="checkbox"/> Withdrawal – Relocated |
| <input type="checkbox"/> Voluntary Withdrawal – Personal Reasons | <input type="checkbox"/> Voluntary Withdrawal – Sponsorship Timetable Change |
| <input type="checkbox"/> Voluntary Withdrawal – Financial Reasons | <input type="checkbox"/> Voluntary Withdrawal – Unknown Reason |

NON-REFUNDABLE FEES

The following fees are not refunded when you withdraw from you program or any courses in it:

- Application Fee
- Admission Deposit
- Infrastructure Fee
- Books/Program Materials
- Late Payment Fees
- Other Compulsory Fees

Student Signature

Date