



*This form is to be completed by a current student who has decided to withdraw from a post-secondary or post-graduate certificate/diploma, or English Language Institute program prior to program completion.*

*Email completed form to: [enrolment@mitt.ca](mailto:enrolment@mitt.ca)*

**SECTION A: Student Information**

Student ID: \_\_\_\_\_ Intake: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Name of program/course I wish to withdraw from: \_\_\_\_\_

Year in program (if applicable): \_\_\_\_\_

**SECTION B: Withdrawal Information**

The effective withdrawal date will be the date the Institute receives the completed Program Withdrawal Form. Please select the reason(s) for your withdrawal:

- Voluntary Withdrawal – Program Not Suitable
- Voluntary Withdrawal – Dislike Program
- Voluntary Withdrawal – Personal Reasons
- Voluntary Withdrawal – Financial Reasons
- Voluntary Withdrawal – Secured Employment
- Voluntary Withdrawal – Relocated
- Voluntary Withdrawal – Sponsorship Timetable Changes
- Voluntary Withdrawal – Unknown Reason
- Visa Refusal (Visa refusal letter must be submitted no later than 6 weeks after the refusal letter issued by CIC)
- Other (please use the textbox below):

**SECTION C: Acknowledgement and Signature**

- I confirm I have reviewed the appropriate tuition refund schedule posted on [Cancellation, Withdrawal and Refunds](#)
- I understand there are non-refundable fees when I withdraw from my program or any course in it
- I have read the [Student Withdrawal Policy](#) and understand I may contact a student advisor for assistance regarding my program withdrawal. For the option to chat with a student advisor, email: [studentservices@mitt.ca](mailto:studentservices@mitt.ca)

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

\_\_\_\_\_  
*Date*