# Application to Withdraw from UZH

(not during semester enrollment)

Withdrawal from UZH as of the
- [ ] Fall Semester
- [x] Spring Semester

**Personal details and information on ending studies**

<table>
<thead>
<tr>
<th>Title</th>
<th>☐ Ms.</th>
<th>☐ Mr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last/First name</td>
<td>___________________________</td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>___________________________</td>
<td></td>
</tr>
<tr>
<td>Degree program</td>
<td>___________________________</td>
<td></td>
</tr>
<tr>
<td>Concentration</td>
<td>___________________________</td>
<td></td>
</tr>
</tbody>
</table>

**Reason for withdrawing from UZH**

- ☐ Changing universities
- ☐ Completed studies
- ☐ Dropping out

**Provisions concerning booked modules when withdrawing from UZH during the semester**

Withdrawing from UZH does not release you of the obligation to take exams for booked modules. You are also still required to observe current deadlines (for example, the temporary validity of modules).

You bear sole responsibility for canceling modules and/or assessments for two-semester modules. You must take care of all cancellations before the deadlines published at www.students.uzh.ch/booking/fristen_en.html and prior to officially withdrawing from UZH. If you fail to cancel on time, you will receive a failing grade in all modules you booked.

**Did you book modules for the current semester?**

- ☐ Yes
- ☐ No
Reimbursement of tuition and fees
You may only cancel matriculation and receive a reimbursement for paid tuition and fees up until:

• 15 October for the fall semester
• 15 March for the spring semester

Please submit with this form:

• 4 proof-of-matriculation vouchers for the semester concerned
• 1 page of the course attendance booklet (Testatheft, if available) for the semester concerned
• UZH Card (student ID)

You must submit these documents with the form “Request to Withdraw from UZH” by 15 October for the fall semester and 15 March for the spring semester to:

University of Zurich
Student Administration Office
Rämistrasse 71
CH-8006 Zurich

After assessing the submitted documents, the Student Administration Office will send you a letter requesting you to enter your bank account information if you are entitled to have tuition and fees reimbursed.

With my signature, I confirm that I have read and understood the provisions and deadlines, that I have taken all necessary measures regarding booked modules, and that I am prepared to accept the consequences (failing grades) for failing to do so.

Date ___________________________ Town/city ___________________________ Signature ___________________________