



International Student Withdrawal Request

New Students, withdrawing prior to starting first semester

You or your registered agent (if they applied on your behalf) must complete your withdrawal through the OCAS portal. If you have any questions, please contact internationaladmissions@flemingcollege.ca

Current Fleming Students

IMPORTANT! Students should contact their Academic Coordinator or a Counsellor before withdrawing.

I have discussed my withdrawal with my Academic Coordinator or a Counsellor prior to submitting this request

I have read and understand the International Withdrawal Policy found at: flemingcollege.ca/PDF/International/Fleming_College_International_Student_Withdrawal_Policy.pdf

Current Fleming students wishing to withdraw should follow these steps:

1. Complete this form electronically, print it out and sign in ink.
2. If you paid by wire, complete and sign an International Student Wire Refund Request.
3. Email all completed documents to records@flemingcollege.ca

Last Name: _____ First Name: _____ Student ID#: _____

Program: _____ Semester: _____ Campus: _____

Email: _____ Phone: _____

Full Mailing Address: _____

Reason for Withdrawal: Visa Denial, you must submit your Visa Denial Letter with this Withdrawal Request form
 Health, you must submit your medical documentation with this Withdrawal Request form
 Financial Personal Transferring to another College Progression
 COVID Vaccine Requirement

Other: _____

Date of Withdrawal: Effective Immediately Effective End of Term

Signature: Date: _____

Office Use Only

Effective Date of Withdrawal Date Stamp

Amount Paid \$

Deductions: Administrative Fee \$

 Other \$

 Total Owing \$ Signature

Refund \$ Date