



## NOTICE OF CANCELLATION (Withdrawal Form)

STUDENT NAME \_\_\_\_\_  
*Last First Middle*

DATE OF BIRTH \_\_\_\_\_ STUDENT ID # \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Last Day of Attendance or Date withdrawal process was initiated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*Month Day Year*

You may cancel this contract for school without any penalty of obligation by the date stated below. If you cancel, any payment you have made and any negotiable instrument signed by you shall be returned to you within 10 days following the school's receipt of your cancellation notice.

If the school issued you any equipment, you must return the equipment within 10 days of the date you signed a cancellation notice. If you do not return the equipment within this 10-day period, the school may keep an amount out of what you paid that equals the cost of the equipment. The school is required to refund any amount over that as provided above, and you may keep the equipment.

To cancel the contract for school, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice to:  
*California University of Management and Sciences  
721 N. Euclid Street, Anaheim, CA 92801*

If you are an international student, you must leave the U.S. within 15 days from the date this notice of cancellation is initiated.

I hereby cancel the contract for school. I understand that I must clear all outstanding financial obligations and that, until the Registrar's Office has been notified of such clearances, I cannot receive transcripts upon request.

\_\_\_\_\_  
*STUDENT'S SIGNATURE* \_\_\_\_\_  
*DATE*

Remember, **YOU MUST CANCEL IN WRITING**. Cancellations made by phone or simply not coming to class are not acceptable. You must also file "Clearance Form" and "Exit Interview Form" in order the complete all cancellation process.

--- Office Use Only ---

Received by: Name \_\_\_\_\_ Title: \_\_\_\_\_

School Official's Signature \_\_\_\_\_ Date: \_\_\_\_\_