**Resignation/Withdrawal Policy**

Please be aware that if you drop all classes, your financial aid may be reviewed and a portion of your financial aid may have to be returned. This would cause you to possibly owe a balance to ULM.  It is your responsibility to attend and pass all classes for which you register.

Those students who fail to pass and/or attend all classes will also have their financial aid packages reviewed.  All professors involved may be contacted to verify the last date of class attendance. Depending on the class type (modules or full term), the date the student intends to drop and how many hours the student is dropping, it may become necessary to return all or a portion of the financial aid awarded if it is deemed that the student did not fulfill class requirements. A Letter of Intent may be required depending on the type of class or classes dropped and the time of the drop.

If you must resign from a class or from school, PLEASE contact the Financial Aid office first and follow the proper withdrawal/resignation procedure through the Registrar's Office.

After enrolling in classes, a student who wants to resign must:

Consult the Financial Aid office to see what will happen if they drop one or more of their classes, notify the Residential Life Office to cancel a Room and Meal Contract if such contract was requested by the student. You may not be eligible for any type of refund on housing and meal plan. Please refer to their policy for guidance. You will need to get with your Academic Advisor to see your options on withdrawing from one or more of the classes enrolled in.

Students who attend module classes run the risk of losing some or all of their applied aid depending on the period of time within the term they drop one or more registered classes. Please contact the Financial aid Office before dropping to discuss what will happen.

Merely discontinuing class attendance is not considered to be a formal resignation from The University. Students who discontinue class attendance and who fail to follow the established resignation procedure will be held responsible for all tuition and fees.

For more details, please contact the Registrar's Office or visit: [http://registrar.ulm.edu](http://registrar.ulm.edu/)