

Inactivate Admission Status

Change to Non-Degree Seeking Student

This request will end your status as a degree seeking student at Portland State University and update your record to Non-Degree Seeking. Students who have been academically dismissed from the university are not eligible to cancel their admission status and attend as a Non-Degree seeking student.

Office of the Registrar
 PO Box 751
 Portland, OR 97207
 P: 503.725.3220
 F: 503.725.5525
 registrar@pdx.edu

Student Name: _____

PSU ID: _____

Date of Birth: _____

Alternate Names that May Appear: _____

Email: _____

Phone: _____

Current Address: _____

Current Student Level: Undergraduate Postbaccalaureate Graduate

As a Non-Admitted student:

- You are not eligible to receive federal financial aid.
- You are restricted to 8 credits during fall, winter and spring terms and 21 credits during summer.
- You are not eligible to earn a degree.
- You are not eligible to live in student housing.

Please place a check in the box with each statement confirming that you understand the following:

- If you wish to become an admitted, degree-seeking student in the future you must re-apply and your admissibility will be re-evaluated.
- If you are on Undergraduate or Postbaccalaureate Academic Warning or Academic Probation your standing will continue into your Non-Degree Seeking status.
- If you have already received financial aid or scholarship disbursements, some or all of the funds will be pulled back and could result in a balance on your student account.

For Graduate Students:

You need to inform your graduate department that you are withdrawing from the program.

Student Signature: _____ **Date:** _____

Requests cannot be processed without student signature

Office Use Only:

- Check Academic Standing
- Make Changes in Banner
- Archive Document – REG: Inactivate Status
- Notify UG Admissions if PB or UG
- Notify Graduate Academic Services if GR
- Notify Financial Aid & Scholarships

Initials: _____

Date: _____