



Church of God by Faith, Inc. Theological Institute

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CTI Withdrawal Form

Student Name: _____

Student Contact Information: _____

Semester: _____

Reason for Withdrawal: _____

A student may withdraw from a class within the first 4-weeks of a course and are entered as a "W" on the student's transcript. W's do not affect the students overall GPA. A student may not drop a class by merely not turning in the coursework. If this occurs, and this withdrawal form has not been submitted properly, the student will be issued an "F" for that class. All students who desire a refund for classes will need to withdraw within the first 3- weeks of their course start date. Refunds are for tuition only; application fees, materials, book and administrative fees are non-refundable.

Date	Time	Course Number	Course Name	Course Instructor	Fail

Date	Student Signature		
Office Use: Date	CTI Official's Signature	Grade Assignment:	