



Advising Center How to...

Withdrawal from College

1. Contact your advisor. He/she will initiate the withdrawal process. Be aware withdrawal from college could affect future financial aid eligibility.
2. Once your advisor has submitted the withdrawal request, log into myTribe portal using your Username and Password.
3. Select **School Services** in the upper right corner.



MY COURSES RESOURCES **SCHOOL SERVICES** VOTING

4. Select **Student Services**.

Main Menu

Welcome, Sally Student, to ICC's School Services!

[Important Message to New Students](#)

Please take time to review this information.

[Student Services](#)
Apply for Admission, Register, View your academic records.

[Alumni and Friends](#)

[Personal Information](#)
Displays addresses, emergency contact information.

[Student Enrollment Verification](#)
For students to obtain an enrollment verification for insurance purposes, etc.

5. Select **College Withdrawal Form**

Student Services

[Survey](#)
Please answer brief surveys available to you.

[Admissions](#)
File an application for admissions; Review existing applications.

[Account Information](#)
Pay fees online; Review charges and payments; View tax inform

[Registration](#)
Check your registration status; Add or drop classes; Display you

[Student Records](#)
Display your grades and transcript; Get student enrollment verifi

[Change Major](#)
Send request to change your major.

[College Withdrawal Form](#)
Withdraw from all classes for a term.

[Housing](#)
Check your room assignment.

6. Use the drop down arrow to select the current term.

Select Term



Select a Term 201410 ▼


Submit

7. Choose **Submit**.
8. If you are certain you want to proceed with withdrawing from ALL classes, select the I Agree button.

Disclaimer: This will drop all of your classes for the selected semester. If you withdraw, you may be required to repay ICC for a portion of your financial aid received. You may also owe outstanding charges to ICC, such as tuition, fees, and bookstore charges. Transcripts are not released for students who have not settled all college accounts (financial or otherwise). You must pay these charges before you will be eligible to re-enroll at Itawamba Community College.

Withdrawing has a negative impact on your Satisfactory Academic Progress status, and as a result, you may lose eligibility for future financial aid (including loans). Please review the [Satisfactory Academic Progress Policy](#) for more information.

By clicking "I Agree" you are confirming that you understand the information in the above disclaimer.



You must agree before withdrawal is processed.

9. Next, complete the survey regarding your time at the College.

College Withdrawal Form

Your withdrawal has been submitted.

You approved this withdrawal:

It may take 1-2 days for drops to be processed.

Please answer the following questions to help us improve.

4 questions remaining

What were your professional/educational goals at the time you entered ICC? (Check all that apply.)

- ☐ Degree or certificate
- ☐ Upgrade job skills
- ☐ Prerequisite courses
- ☐ Transfer courses such as English, Math, or Science
- ☐ Personal Enrichment
- ☐ Other (Please specify in comments at the end)



Submit

10. Select the **Submit** button after answering each question.

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Submit

11. The student will receive an email once the withdrawal has been submitted and again once it has been processed (1-2 days).

Itawamba Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President of Student Services, 602 West Hill Street, Fulton, MS 38843, 662.862.8271, TitleIXCoordinator@iccms.edu.