

College-Conservatory of Music Preparatory & Community Engagement University of Cincinnati

PO Box 210236 Cincinnati, OH 45221-0236

Phone (513) 556-2595 Fax (513) 556-1972 Web ccm.uc.edu/prep

Date ___

Change of Enrollment Form 2019-20

Parent Name	Student Name
Phone	Email
Withdrawing from	
Instructor	Number of classes/lessons completed
Date of last class/lesson attended	
Select all that apply:	
Change # of lessons from to	Change of length of lessons from to
Withdrawal as of:	Other Refund requested
Provide reason for change (attach documentation to the	his form if needed):
Signature	Date
oignature	
Community Engagement programs and a withdrawal request m Communicating intent to withdraw only to faculty or staff memb withdrawal nor invalidate the student's obligation to pay for all r process has been completed. Registration, application and aud	pers, or simply not attending classes or lessons, will not be construed as registered lessons. Refunds cannot be processed until the withdrawal dition fees are non- refundable. Students may withdraw for any reason used. A student who withdraws due to illness or injury at any time must
Notice of Nondiscrimination – http://ww	vw.uc.edu/about/policies/non-discrimination.html
For Office Use Only Date received Invoice status	
Instructor confirmation/comments	
Assistant Dean Approval	Date

Processed by _____