



401 S. State St.
Suite 822
Chicago, Illinois 60605

T (312) 935-4232
F (312) 935-4255
E info@icsw.edu

Visit us online at www.icsw.edu

Student Change of Status Form

Instructions: This form is to be completed by the Associate Dean for any student whose status changes during the course of their attendance. Status changes include change from: Full-time to Leave of Absence, Leave of Absence to Full-time, Full-Time to Part-Time, Part-Time to Full-Time, or any other change.

The student should be given a copy of the completed form and a copy should be submitted to the student's file, and to the Administrators.

Date:

Name of Student:

Current Status:

- Full-Time
- Part-Time
- Leave of Absence
- Other:

Status Change:

- Full-Time
- Part-Time
- Leave of Absence
- Withdrawn
- Other:

Date Change is Effective (from-to):

Reason for the Change:

Special Arrangements:

Tuition Changes Resulting from the Status Change:

Associate Dean's Signature: _____

Dean's Signature: _____

cc: Student File
J. Tolleson, Associate Dean

L. Gordon, VP of Operations