



EUTON COLLEGE CORP.  
 #2319-4500 Kingsway, Burnaby, B.C. Canada V5H 2A9  
 Tel: 604-428-5987

## REQUEST TO DROP A COURSE

STUDENT INFORMATION			
<i>First Name</i>	<i>Last Name</i>	<i>Euton StudentID</i>	
REQUEST DETAILS			
Term: _____ <small>(e.g. Fall2018)</small>			
<i>Please list each course, including section (for example, SPAN102)</i>			
1. _____	4. _____		
2. _____	5. _____		
3. _____	6. _____		
REASON			
ACADEMIC	<input type="checkbox"/> The course is too difficult <input type="checkbox"/> I have too many courses	<input type="checkbox"/> Course is not enrolled <input type="checkbox"/> I am not interested in the course	<input type="checkbox"/> Other (please explain): _____ _____
PERSONAL	<input type="checkbox"/> I have changed my mind <input type="checkbox"/> Personal or family health	<input type="checkbox"/> I am taking a study break <input type="checkbox"/> Financial issue	<input type="checkbox"/> Other (please explain): _____
REFUND DETAILS, if applicable			
DECLARATION			
_____ I am aware that there will be a \$100 <b>non-refundable</b> Euton Application fee. _____ I am aware that there will be a \$500 <b>non-refundable</b> documentation fee. _____ I am aware that the tutor fee is <b>non-refundable</b> .			
<i>Student Signature</i>		<i>Date</i>	
Euton Advisor Approval			
<i>Euton Advisor Signature</i>		<i>Date</i>	
Accounting Department Approval			
<i>Refund Method</i> <input type="checkbox"/> Cheque <input type="checkbox"/> Other:		<i>Refund Amount</i>	
<i>Accounting Signature</i>		<i>Date</i>	
<i>Euton Manager Signature</i>		<i>Date</i> <input type="checkbox"/>	
<i>office use only:</i>			
			AG Noticed

**Please send this form to the email: [accounting@eutoncollege.ca](mailto:accounting@eutoncollege.ca) after you signed.  
 Refund may take 2 weeks after received this form.**