

Please note: Completing this form is extremely important as it is directly linked to your fees payment and SUSI financing.

UNIVERSITY of LIMERICK
STUDENT ACADEMIC ADMINISTRATION
STUDENT EXIT FORM

PART I: TO BE COMPLETED BY THE STUDENT (RETURN YOUR UL ID CARD WITH THIS FORM)

Year of study: **1st Year** * 2nd Year 3rd Year 4th Year Post-graduate study

Name:

Address (the address you used to register in UL):

Date of Birth:

UL Student ID Number:

Course:

Are you in receipt of a Grant or Scholarship? *(which one if applicable)*

Locker No: *(if applicable)*

Do you wish to apply for fees refund?

YesNo*(delete as appropriate)*

Student Signature:

Date:

If you are a First Year student you are requested to contact the First Year Experience & Retention Co-ordinator to sign this form (details at the bottom on this form).

Signature:

Date:

(New Entrant Experience & Retention Co-ordinator)

PART II: TO BE COMPLETED BY ADVISER AND/OR STUDENT COUNSELLOR (IF REQUESTED BY STUDENT)

Adviser Comments:

Adviser Signature:

Date:

Counsellor Comments:

Counsellor Signature:

Date:

* If you are a First Year student exiting UL it is necessary for you to contact Deirdre Murphy to sign this form: deirdre.m.murphy@ul.ie or (086) 2559510/061 202613

QF001B

Please return this form to the Student Academic Administration Office (EO-001). SAA will terminate the student's enrolment and notify the Finance Office, the Library and the Admissions Office as appropriate. The date of receipt by SAA will be the official date of Exit

OFFICE USE ONLY

<i>Copy to Fees</i>		<i>Copy to Grants</i>		<i>SI u/d</i>		<i>FYERC</i>	
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PART III: IT WOULD ASSIST THE UNIVERSITY OF LIMERICK IF YOU WOULD COMMENT CONFIDENTIALLY ON YOUR REASON(S) FOR LEAVING. PLEASE TICK THE FOLLOWING:

1. Poor grades
2. Dissatisfied with requirements or regulations
3. Course now seen as irrelevant
4. Was persuaded by parents/school to come here but have now decided to make my own decisions
5. Unable to cope with pressure of work
6. Course experienced as boring
7. Financial difficulties (<i>specify if you wish</i>)
8. Marriage/Pregnancy
9. Need to take over family farm/business
10. Other family responsibilities (<i>specify if you wish</i>)
11. Offer of good employment
12. Transferring to another University/College (<i>specify</i>)
13. Transferring to professional training scheme (<i>specify</i>)
14. Accident/Physical illness
15. Emotional/Psychological problems (<i>specify if you wish</i>)
16. Difficulty/expense of travel to University
17. Accommodation problems
18. Dissatisfied with quality of student life
19. Dissatisfied with Staff/Student relations
20. Additional Comments (including features of the University you liked/disliked, changes you would recommend etc.