

DINFOS Withdrawal Request Form

Subject to the Privacy Act of 1974. Authority for this form is Title 10 USC 3012(g), which states: "The Secretary may prescribe regulations to carry out his function, power and duties under the title." Disclosure of information is voluntary. Nondisclosure may prevent us from processing your request.

PART I - PERSONAL DATA

Last Name, First Name, MI:

Email Address:

Course:

PART II - REASON FOR REQUEST

Emergency

Mission Requirements

Medical

Other

PART III - DINFOS POLICY

Administrative Elimination. Students may be eliminated for a variety of reasons. Either DINFOS, service detachments, or Student's Agency Supervisor (in the case of DL/IMSO students) may initiate an administrative elimination. If initiated by DINFOS or a student's Agency Supervisor (for DL/IMSO students), the student will remain in class until the action is complete.

Re-enrollment. If a student voluntarily withdraws from a course, they are eligible to enroll in any Defense Information School (DINFOS) course without needing a waiver.

Student Signature: (Digital or hand written signatures only)

Date:

PART IV - SUPERVISOR

You are authorizing the Defense Information School Registrar's Office to administratively withdraw the student for the reasons outlined above. Please note that this process may take up to five business days to complete.

The student must continue attending the course until the withdrawal is finalized. Failure to do so will result in academic elimination from the course and a one-year penalty. The student will receive a notification once the withdrawal process is complete.

Supervisor Signature: (Digital or hand written signatures only)

Date:

**Defense Information School
Registrar's Office
6500 Mapes Rd.
Fort George G. Meade, Maryland 20755-5620
Phone: 301-677-4343 DSN: 622-4343
Fax: 301-677-6888, DSN: 622-6888
Email: registrar@dinfos.edu**

NOTE: Please do not alter the format of this form. This information is needed to process requests accurately and in a timely manner.