

Full Programme Withdrawal

When a student wishes to withdraw from their programme at Unitec, a change request must be submitted using the full programme withdrawal type.

When this type is selected, Unitec will take action to discontinue the student from their programme of study. This ensures Unitec only engages with students who are active in our programmes.

Once the student has been dropped from their enrolled courses, the administration team will update the student status to **'Discontinue - Not Active'**.

For auditing purposes Unitec is required to capture the reason the student has chosen to withdraw from their programme. These reasons also help Unitec to track and maintain a clear view on student retention. It is the obligation of Unitec to ensure we are meeting student needs and requirements in order to achieve success.

The difference in comparison to a normal change of enrolment request is from an administration perspective where the student needs to be withdraw from the system after being dropped from all of their enrolled papers. It is important to note a student's desire to withdrawal from the programme as it will inform the business around areas for further development.