



INSTITUTE OF TECHNOLOGY

Withdrawing Students

December 2023

Oklahoma State University Institute of Technology
Okmulgee, Oklahoma

Office of Institutional Research

Summary

Student retention continues to be a focal point for Oklahoma State University Institute of Technology (OSUIT). The OSUIT Retention Task Force promoted efforts to determine why students leave the university without completing their programs of study; as we identify actionable reasons for these withdrawals, resources are focused on correcting conditions leading to these withdrawals. By minimizing deterrents, retention of our student population should improve. Work continues to determine the forces that influence students leading them to decide to withdraw from school. The *Withdrawal Survey* continues to play a part in these efforts.

Survey Design

The Institutional Research Office received 288 completed *Student Withdrawal Request Forms* that include *Withdrawal Survey* data for academic year 2022-2023. Please note that the *Student Withdrawal Request Form* has two parts: The front page, the *Student Withdrawal Request Form*, provides the Registrar's Office with essential contact information, an explanation of reasons for withdrawal, and signatures of required contacts prior to withdrawal. On the back of the form is the *Withdrawal Survey*, used by the Office of Institutional Research, to collect additional information such as intent to return, access to and use of services, and feedback on ways to help students stay in school. Although some of the information from the *Student Withdrawal Request Form* (front page) is useful for institutional research purposes, most of the information reported herein is based on responses to the *Withdrawal Survey* on the back of the form.

Withdrawal Survey Findings (Institutional Research Office)

This report contains data in the form of tables and visualizations that covers the *overall* results (appendix A), disaggregated results by students who *canceled* and those who *withdrew* (appendix B). A six-year comparison analysis is also provided (appendix C).

The *census date* refers to the day after the deadline when a student in full-term classes can withdraw with a full refund of tuition and fees. Census day also marks the day when institutions take an official preliminary headcount for the term. Most cancellations and withdrawals occurred during the fall 2022 semester (48.26%). Side-by-side comparison of the respondents by semester generally reflect enrollment patterns with more students canceling/withdrawing during semesters with the largest enrollment. The number of students who *canceled* before census (57.29%) was higher than those who *withdrew* after census (42.71%).

The *Withdrawal Survey* provides respondents with a checklist of potential student issues that help to identify the factors that led to their withdrawal from school. The majority of responses to potential re-enrollment were made up of *Yes, next term* (30.56%), *Unknown* (29.86%), and *No* (21.53%). Overall, (46.88%) of respondents reported they intended to re-enroll at OSUIT at some point. Initially, (87.15%) came to OSUIT with the intention of graduating.

The most cited checklist reasons for leaving included *Personal reasons* (128 responses), *Work/job-related* (102 responses), *Financial reasons* (88 responses), *Family reasons* (76 responses), and *Health Reasons* (53). The survey also asks about students' their access and usage of support services during their time at OSUIT. The response options were changed slightly on the most recently revised survey form to provide more response options; see Appendix A for a complete listing of responses and refer to Appendix C for the previous response options.

Canceled vs. Withdrawn Students

Students who canceled were a slightly less engaged in some of the processes thought to affect retention, particularly when seeking tutoring or the advice of an academic advisor. On the other hand, since cancelling classes occurs before or early in the term, some may have less opportunity to engage in these services.

The three most prevalent Major reasons for withdrawal are (in order of frequency)

- Personal
- Work/job-related

- Financial

The three most prevalent Major reasons for cancelation are (in order of frequency)

- Personal
- Work/job-related
- Financial

Upon deciding to leave school:

- 3.06% of canceled students vs. 8.06% of withdrawn students engaged in tutoring services.
- 5.29% of canceled students vs. 3.88% of withdrawn students sought counseling.
- 41.21% of canceled students vs. 48.82% of withdrawn students talked to their academic advisor.
- 27.49% of canceled students vs. 25.40% of withdrawn students talked to a financial aid counselor.

When asked how we could have helped them stay in school:

- 7.48% of canceled students and 6.25% of withdrawn students suggested *more scholarships/grants*.
- 5.44% of canceled students and 1.79% of withdrawn students suggested *more online courses*.
- 5.44% of canceled students and 6.25% withdrawn students suggested *more flexible schedule*.
- The largest portions, 80.27% of canceled students and 82.14% of withdrawn students reported that *nothing could be done, they could not be helped to stay in school*.

Multi-Year Trend Analysis

Appendix C contains a six-year data comparison which covers academic years 2017-2018 through 2022-2023. Adjustments to the Withdrawal Survey items, are noted above and below affected tables. Due to a lack of standardization of response options year-over-year, longitudinal data analysis has become less informative on some questions.

Key Points

- Over the past six years, the Fall term has consistently had the largest number of cancels and withdrawals, which seems to be proportionate due to traditionally higher enrollment for the term.
- Every year cancels made up the largest type of withdrawal by response percentage.
- Most students who choose to withdraw or cancel state they intend to return to OSUIT at some point. In the past three years, the percent of students who say they will not return has steadily declined.
- However, since the addition of the *Undecided* response to the survey in 2021, its percentage of selection has either met or been higher than the *No* response.
- *Financial reasons* generally has remained one of the primary reasons for withdrawal over the past six years.
- However, over the past three years, *conflict between job and school* and *family reasons* have experienced a dramatic increases, almost meeting or surpassing *financial reasons* in the 2022 and 2023 surveys.
- Every year student support resources are consistently underutilized by students who choose to withdraw.

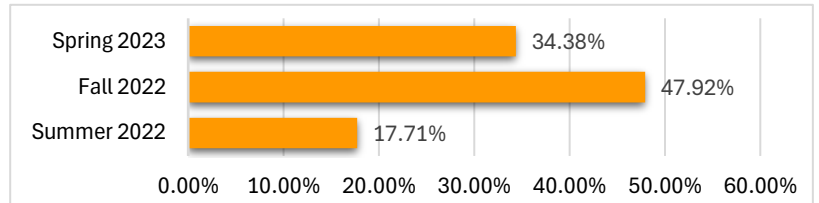
For open-ended comments and *Other* responses from prior years, please refer to the previous reports on the OSUIT Institutional Research website under the "Withdrawing Student Survey" tab.

Michelle Owens
Institutional Data Analyst
OSUIT Office of Institutional Research

Appendix A Overall Results

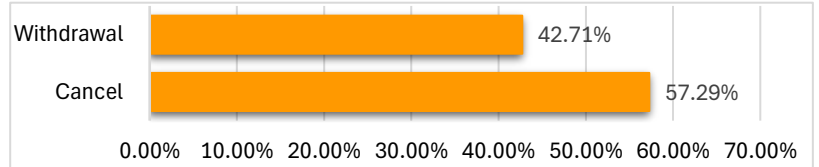
Withdrawal Term

Term	Count	Percent
Summer 2022	51	17.71%
Fall 2022	138	47.92%
Spring 2023	99	34.38%
Total	288	100.00%



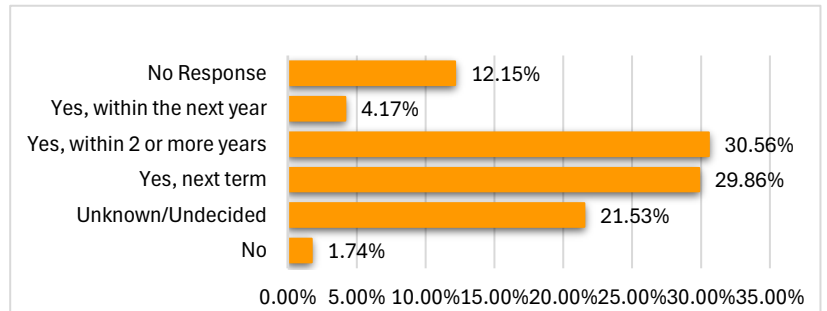
Cancel vs. Withdraw

Type	Count	Percent
Cancel (before census or never attended)	165	57.29%
Withdrawal (after census)	123	42.71%
Total	288	100.00%



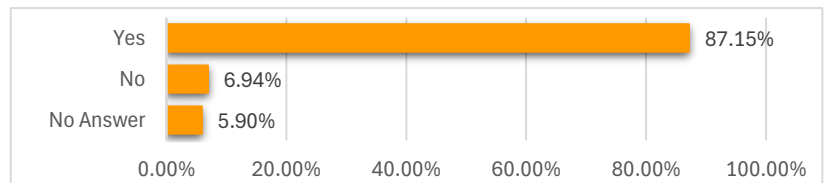
Do you plan to re-enroll at OSUIT?

Response	Count	Percent
No	5	1.74%
Unknown/Undecided	62	21.53%
Yes, next term	86	29.86%
Yes, within 2 or more years	88	30.56%
Yes, within the next year	12	4.17%
No Response	35	12.15%
Total	288	100.00%

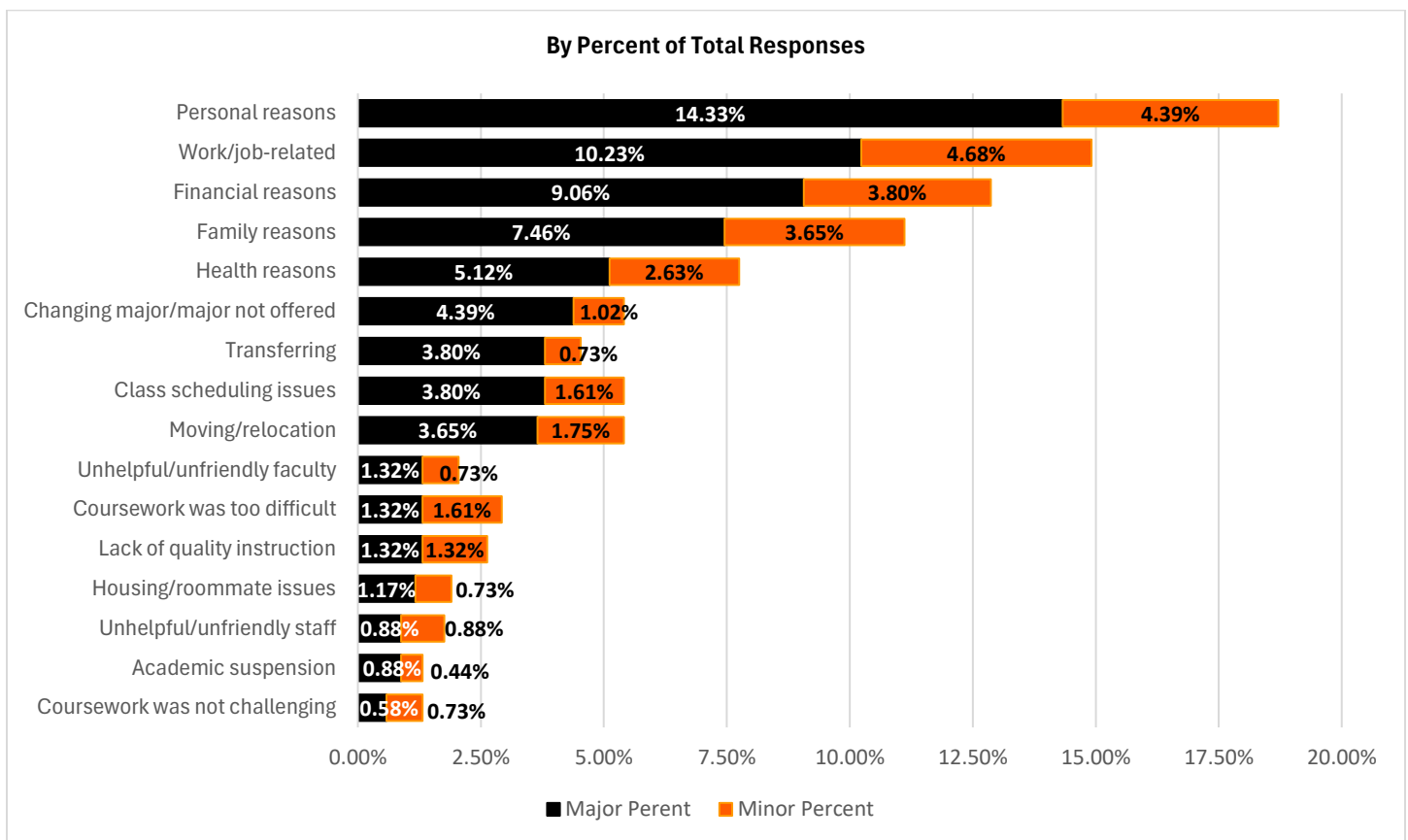
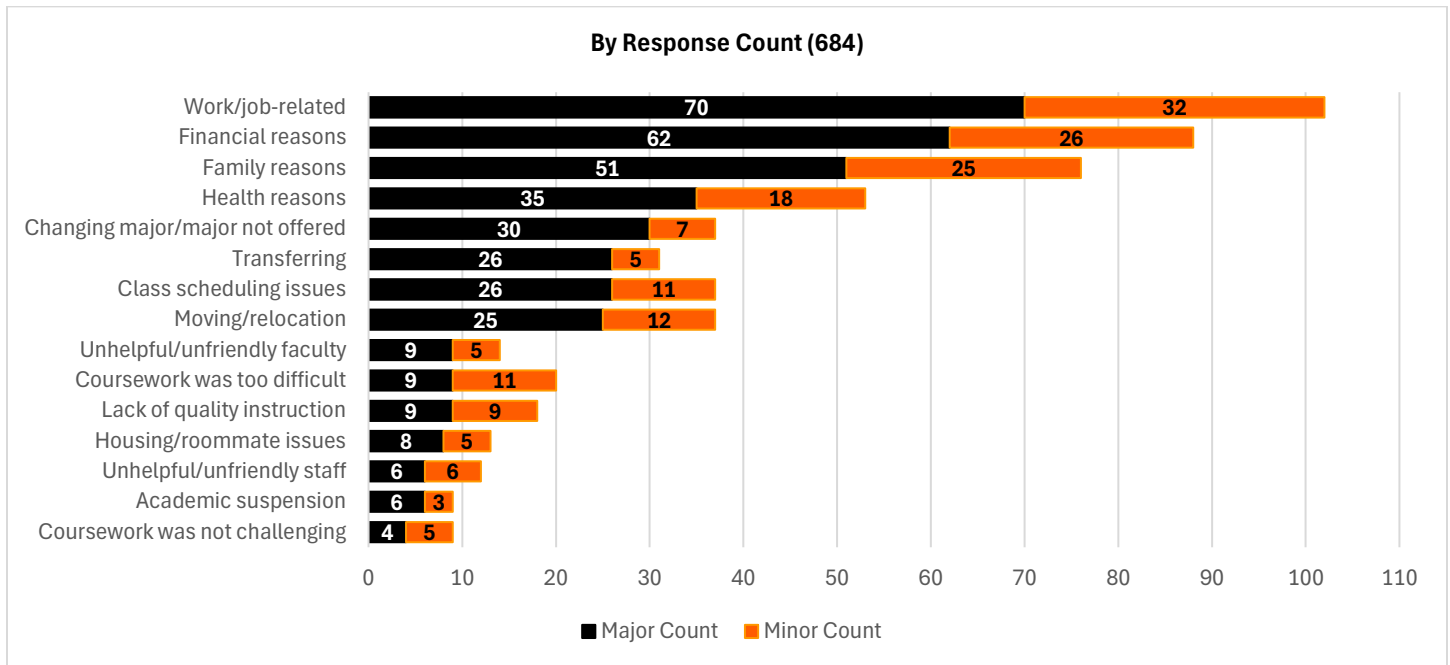


When you first came to OSUIT, were you planning to graduate?

Response	Count	Percent
No Answer	17	5.90%
No	20	6.94%
Yes	251	87.15%
Total	288	100.00%



Reasons for Withdrawal: Major and minor reasons shown as stacked bars
"No Answer" was not included in the response calculations.

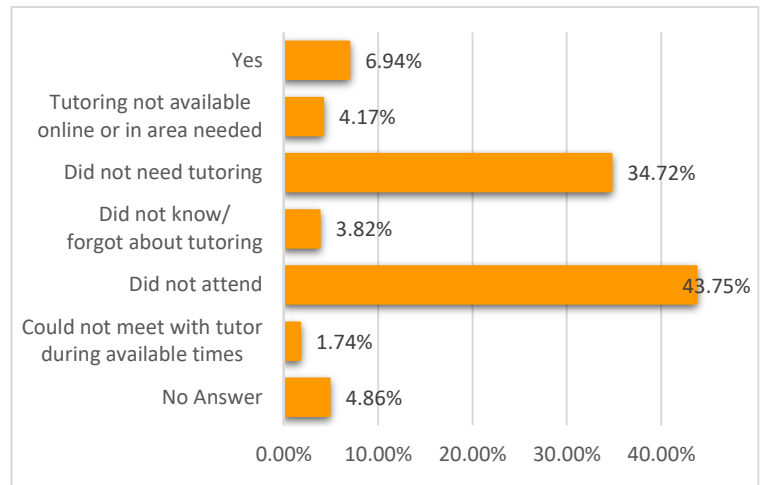


Usage of Student Support Resources

Due to multiple responses on paper forms the Total Count may differ from the total number of survey respondents.

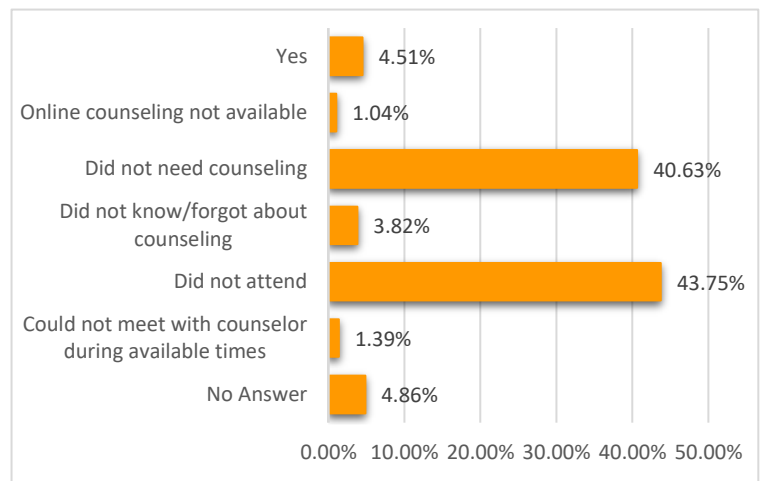
*Did you use any of the Tutoring Services at the LASSO Center?
(Select one)*

Response	Count	Percent
No Answer	14	4.86%
Could not meet with tutor during available times	5	1.74%
Did not attend	126	43.75%
Did not know/forgot about tutoring	11	3.82%
Did not need tutoring	100	34.72%
Tutoring not available online or in area needed	12	4.17%
Yes	20	6.94%
Total	288	100.00%



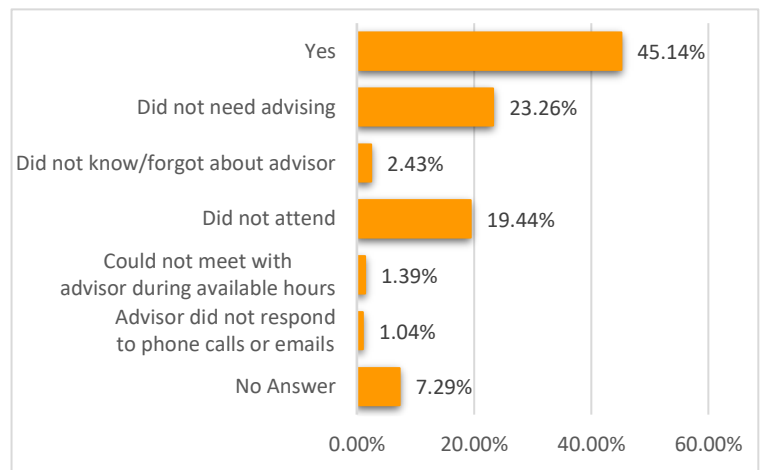
*Did you use any of the Counseling Services?
(Select one)*

Response	Count	Percent
No Answer	14	4.86%
Could not meet with counselor during available times	4	1.39%
Did not attend	126	43.75%
Did not know/forgot about counseling	11	3.82%
Did not need counseling	117	40.63%
Online counseling not available	3	1.04%
Yes	13	4.51%
Total	288	100.00%



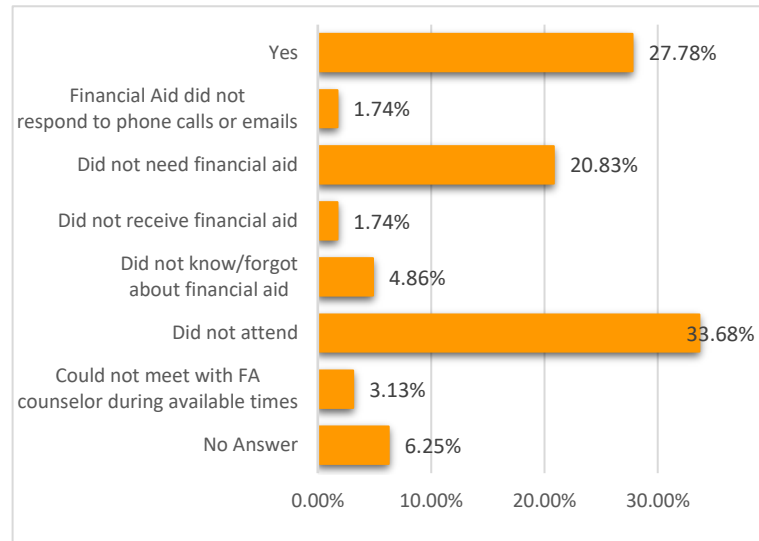
*Did you talk to your Academic Advisor about withdrawing?
(Select one)*

Response	Count	Percent
No Answer	21	7.29%
Advisor did not respond to phone calls or emails	3	1.04%
Could not meet with advisor during available hours	4	1.39%
Did not attend	56	19.44%
Did not know/forgot about advisor	7	2.43%
Did not need advising	67	23.26%
Yes	130	45.14%
Total	288	100.00%



*Did you talk to a Financial Aid Counselor?
(Select one)*

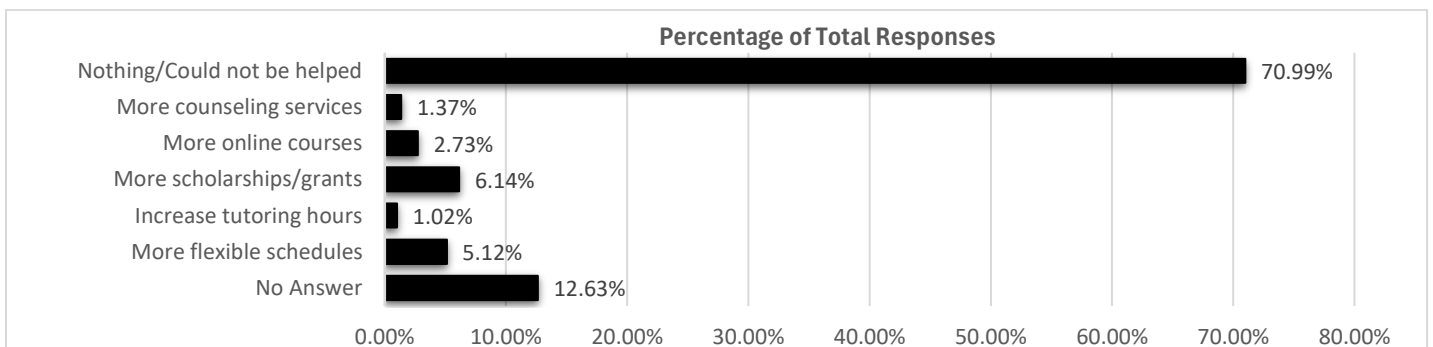
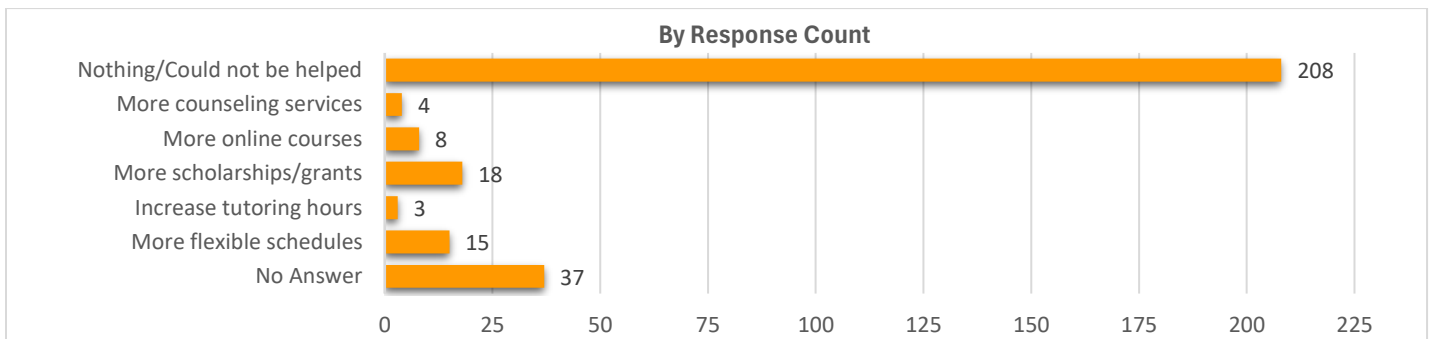
Response	Count	Percent
No Answer	18	6.25%
Could not meet with FA counselor during available times	9	3.13%
Did not attend	97	33.68%
Did not know/forgot about financial aid	14	4.86%
Did not receive financial aid	5	1.74%
Did not need financial aid	60	20.83%
Financial Aid did not respond to phone calls or emails	5	1.74%
Yes	80	27.78%
Total	288	100.00%



How could we have helped you stay in school?

*The response of "Other" was removed from the most recent version of the survey.
Due to multiple responses on paper forms the Total Count may differ from the total number of survey respondents.*

Response	Count	Percent
No Answer	37	12.63%
More flexible schedules	15	5.12%
Increase tutoring hours	3	1.02%
More scholarships/grants	18	6.14%
More online courses	8	2.73%
More counseling services	4	1.37%
Nothing/Could not be helped	208	70.99%
Total Responses	293	100.00%

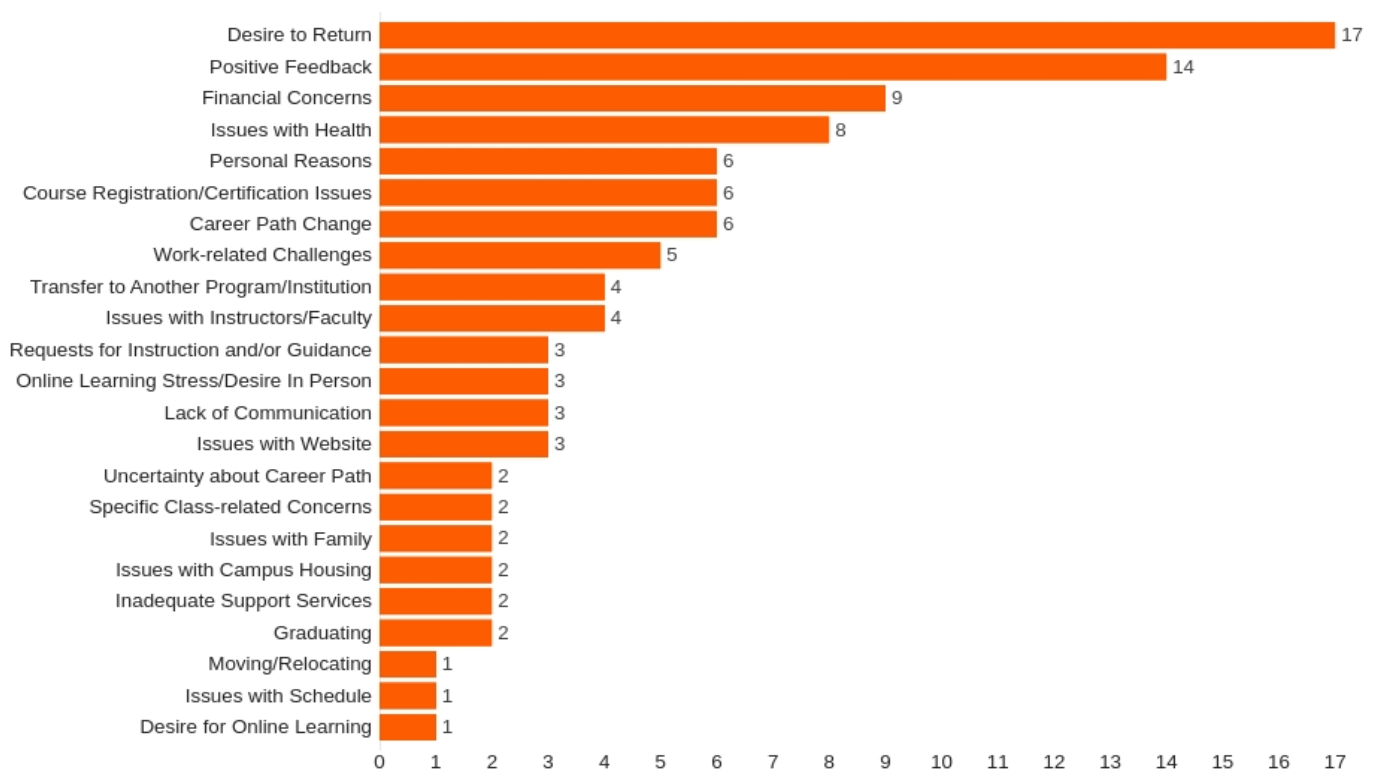


Any comments or suggestions?

Thematic Analysis of Responses

Any comments or suggestions?

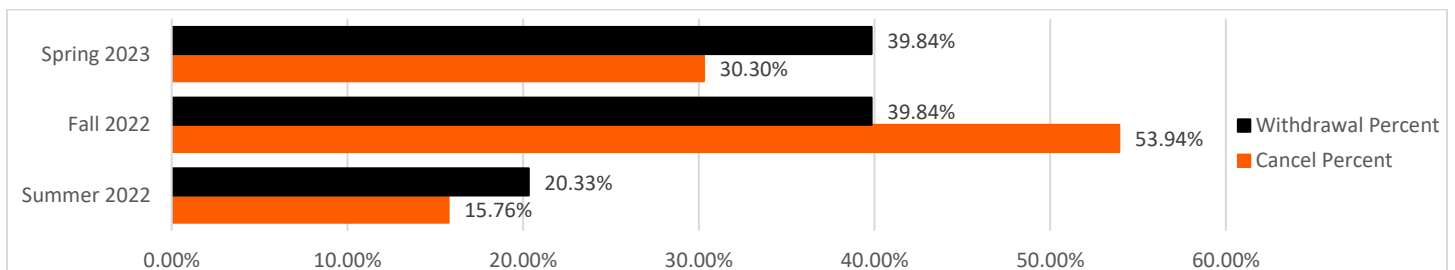
91 Responses



Appendix B Cancel vs. Withdraw Analysis 2022-2023

Withdrawal Term

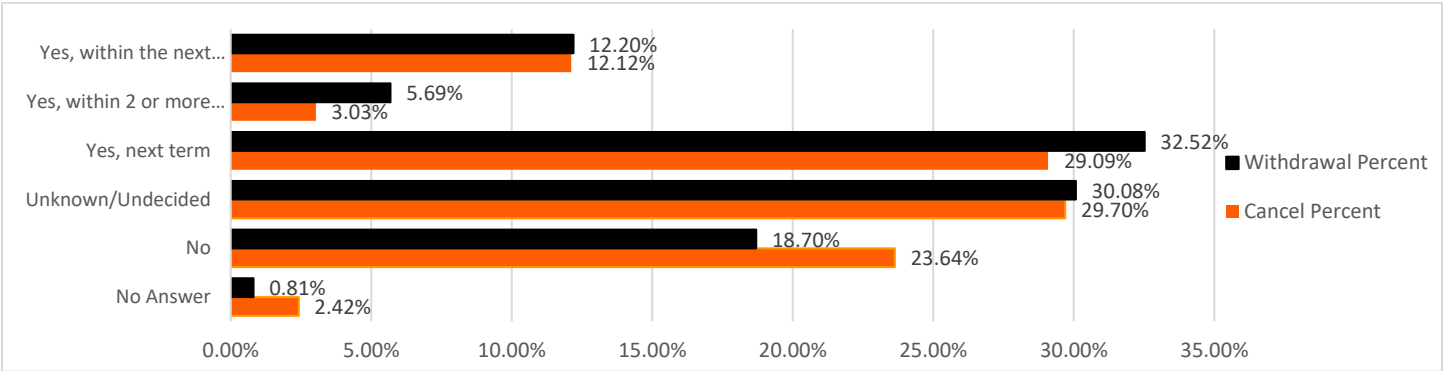
Term	Cancel Count	Percent	Withdrawal Count	Percent
Summer 2022	26	15.76%	25	20.33%
Fall 2022	89	53.94%	49	39.84%
Spring 2023	50	30.30%	49	39.84%
Total	165	100.00%	123	100.00%



Do you plan to re-enroll at OSUIT?

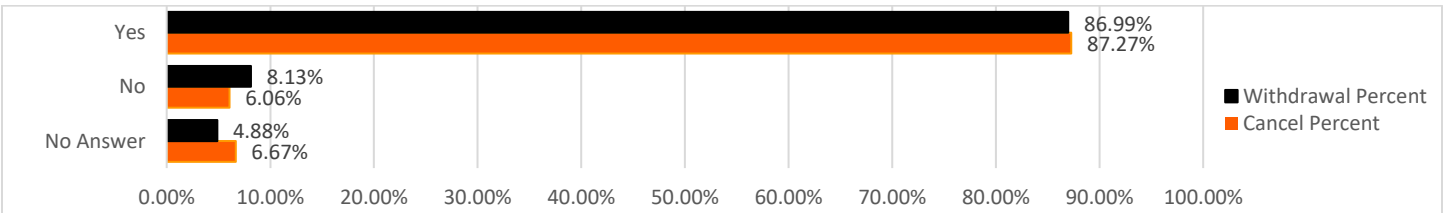
Response	Cancel Count	Cancel Percent	Withdrawal Count	Withdrawal Percent
No Answer	4	2.42%	1	0.81%
No	39	23.64%	23	18.70%
Unknown/Undecided	49	29.70%	37	30.08%
Yes, next term	48	29.09%	40	32.52%

Response	Cancel Count	Cancel Percent	Withdrawal Count	Withdrawal Percent
Yes, within 2 or more years	5	3.03%	7	5.69%
Yes, within the next year	20	12.12%	15	12.20%
Grand Total	165	100.00%	123	100.00%



When you first came to OSUIT, were you planning to graduate?

Response	Cancel Count	Cancel Percent	Withdrawal Count	Withdrawal Percent
No Answer	11	6.67%	6	4.88%
No	10	6.06%	10	8.13%
Yes	144	87.27%	107	86.99%
Total	165	100.00%	123	100.00%

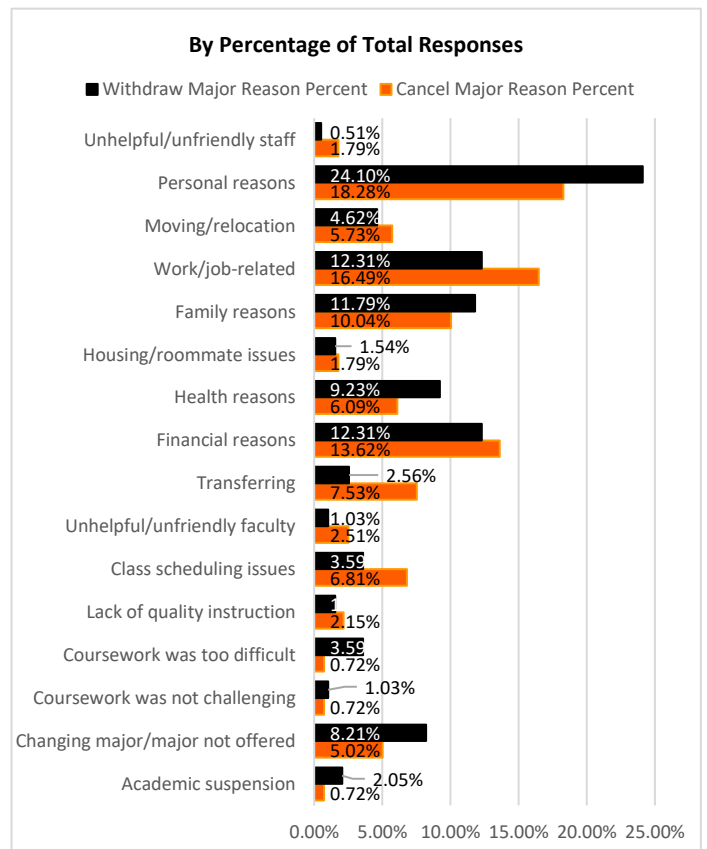
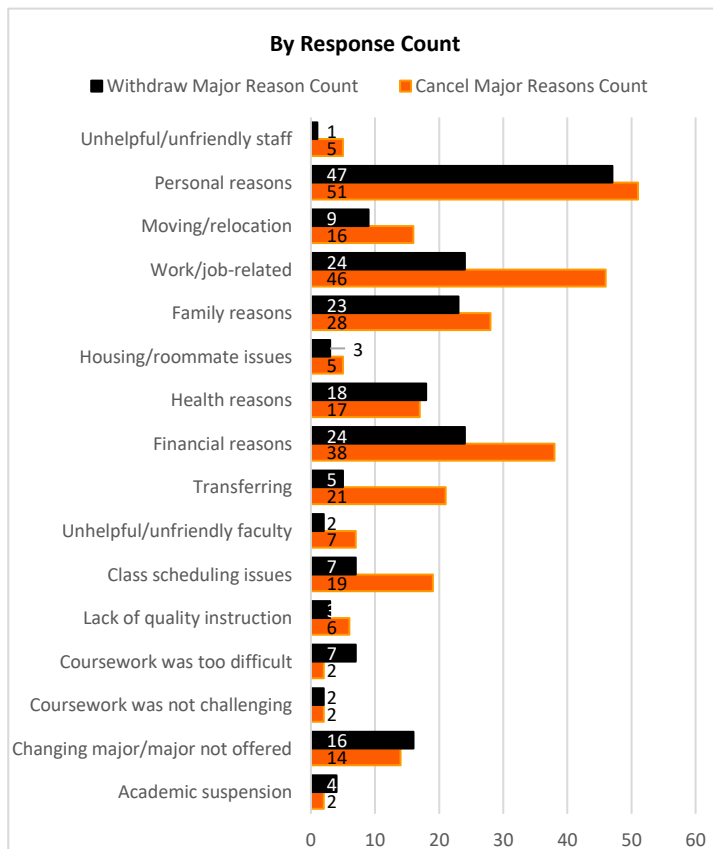


Reasons for withdrawal (select ALL that apply)

*Due to multiple responses on paper forms the Total Count may differ from the total number of survey respondents. "No Answer" was not included in the response calculations.

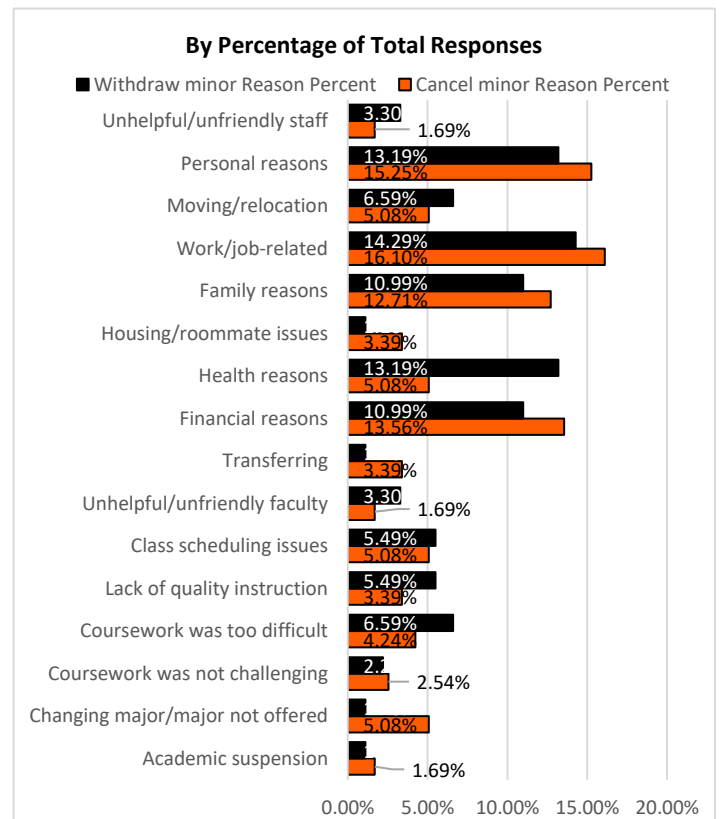
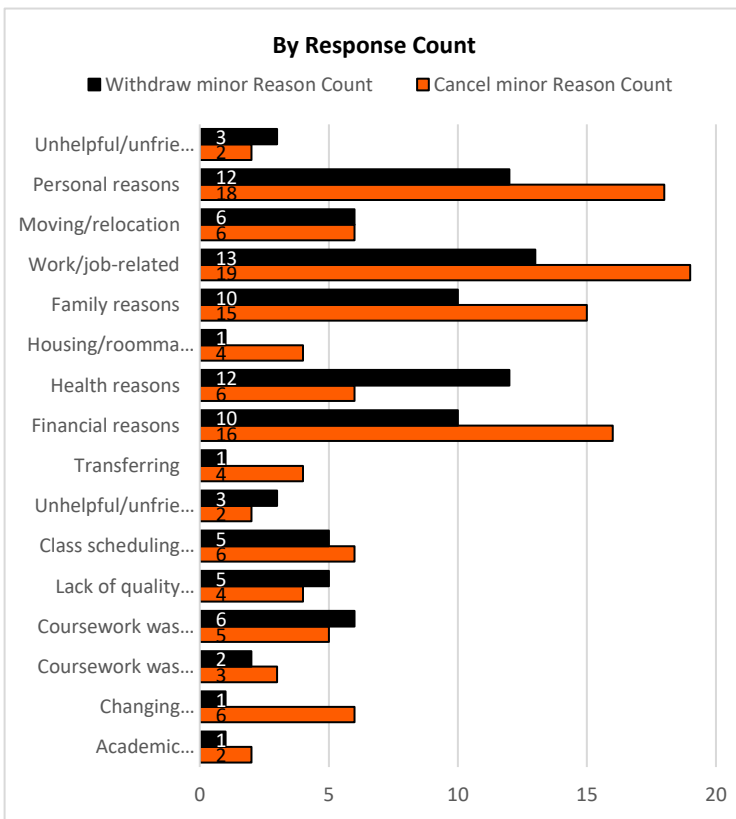
Major Reasons: Cancel vs. Withdraw

Response	Cancel Major Reasons Count	Withdraw Major Reason Count	Cancel Major Reason Percent	Withdraw Major Reason Percent
Academic suspension	2	4	0.72%	2.05%
Changing major/major not offered	14	16	5.02%	8.21%
Coursework was not challenging	2	2	0.72%	1.03%
Coursework was too difficult	2	7	0.72%	3.59%
Lack of quality instruction	6	3	2.15%	1.54%
Class scheduling issues	19	7	6.81%	3.59%
Unhelpful/unfriendly faculty	7	2	2.51%	1.03%
Transferring	21	5	7.53%	2.56%
Financial reasons	38	24	13.62%	12.31%
Health reasons	17	18	6.09%	9.23%
Housing/roommate issues	5	3	1.79%	1.54%
Family reasons	28	23	10.04%	11.79%
Work/job-related	46	24	16.49%	12.31%
Moving/relocation	16	9	5.73%	4.62%
Personal reasons	51	47	18.28%	24.10%
Unhelpful/unfriendly staff	5	1	1.79%	0.51%
Total	279	195	100.00%	100.00%



Minor Reasons: Cancel vs. Withdraw

Response	Cancel minor Reason Count	Withdraw minor Reason Count	Cancel minor Reason Percent	Withdraw minor Reason Percent
Academic suspension	2	1	1.69%	1.10%
Changing major/major not offered	6	1	5.08%	1.10%
Coursework was not challenging	3	2	2.54%	2.20%
Coursework was too difficult	5	6	4.24%	6.59%
Lack of quality instruction	4	5	3.39%	5.49%
Class scheduling issues	6	5	5.08%	5.49%
Unhelpful/unfriendly faculty	2	3	1.69%	3.30%
Transferring	4	1	3.39%	1.10%
Financial reasons	16	10	13.56%	10.99%
Health reasons	6	12	5.08%	13.19%
Housing/roommate issues	4	1	3.39%	1.10%
Family reasons	15	10	12.71%	10.99%
Work/job-related	19	13	16.10%	14.29%
Moving/relocation	6	6	5.08%	6.59%
Personal reasons	18	12	15.25%	13.19%
Unhelpful/unfriendly staff	2	3	1.69%	3.30%
Total	118	91	100.00%	100.00%

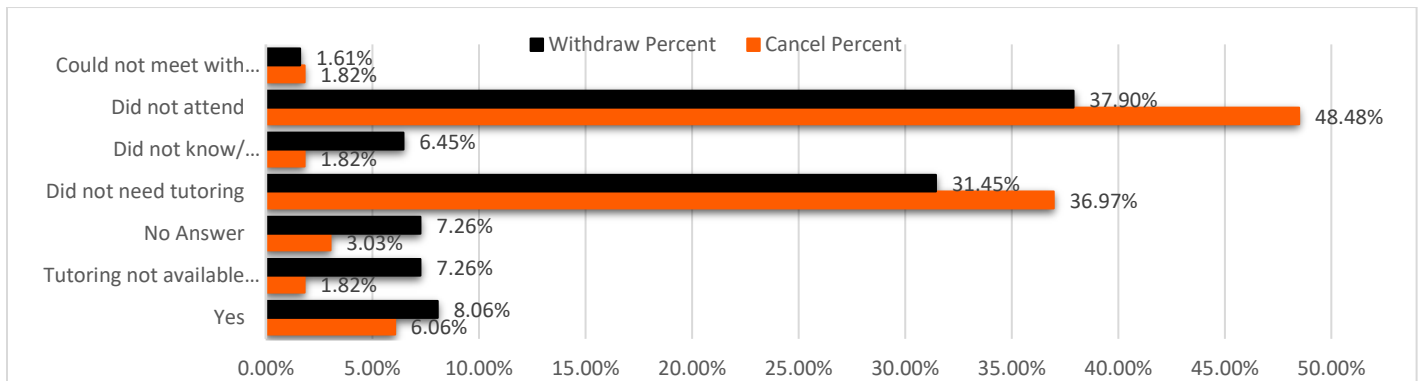


Usage of Student Support Resources

Due to multiple responses on paper forms, the Total Count may differ from the total number of survey respondents.

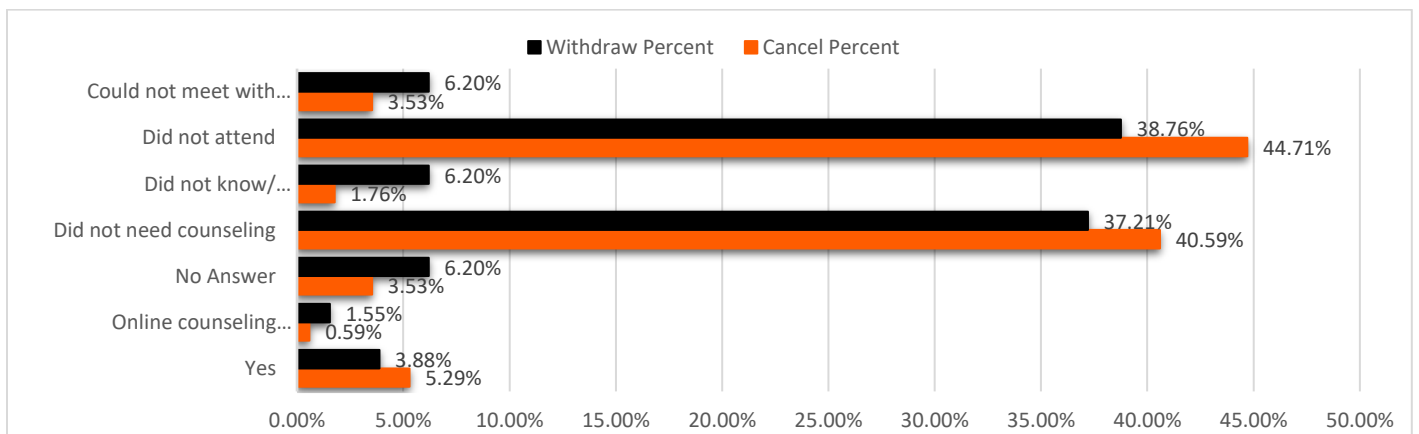
Did you use any of the Tutoring Services at the LASSO Center? (Select one)

Response	Cancel Count	Cancel Percent	Withdraw Count	Withdraw Percent
Yes	10	6.06%	10	8.06%
Tutoring not available online or in area needed	3	1.82%	9	7.26%
No Answer	5	3.03%	9	7.26%
Did not need tutoring	61	36.97%	39	31.45%
Did not know/forgot about tutoring	3	1.82%	8	6.45%
Did not attend	80	48.48%	47	37.90%
Could not meet with tutor during available times	3	1.82%	2	1.61%
Total	165	100.00%	124	100.00%



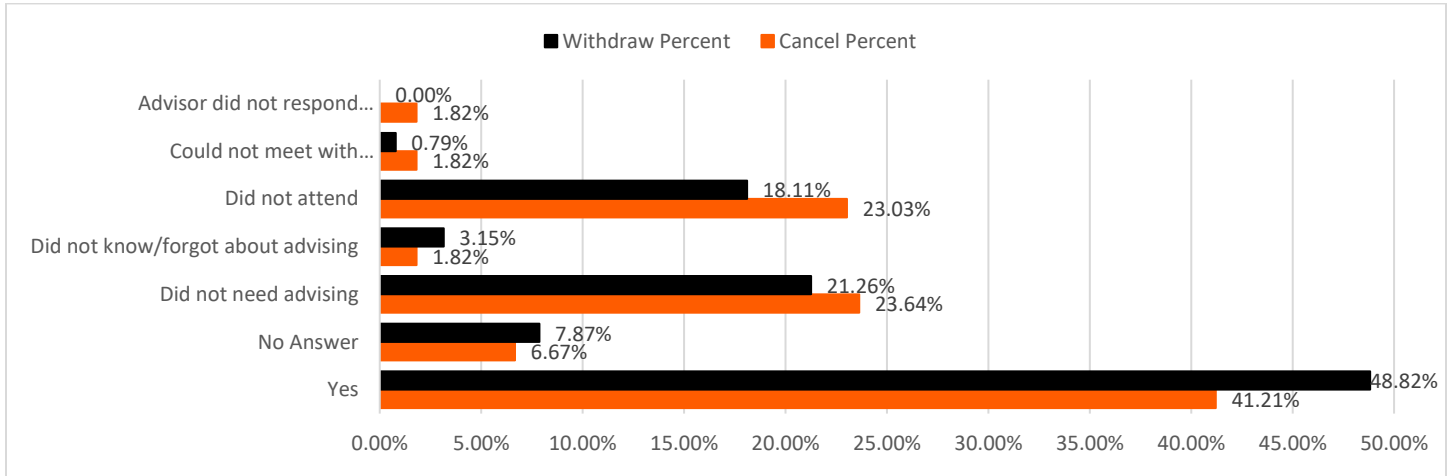
Did you use any of the Counseling Services? (Select one)

Response	Cancel Count	Cancel Percent	Withdraw Count	Withdraw Percent
Yes	9	5.29%	5	3.88%
Online counseling not available	1	0.59%	2	1.55%
No Answer	6	3.53%	8	6.20%
Did not need counseling	69	40.59%	48	37.21%
Did not know/forgot about counseling	3	1.76%	8	6.20%
Did not attend	76	44.71%	50	38.76%
Could not meet with counselor during available times	6	3.53%	8	6.20%
Total	170	100.00%	129	100.00%



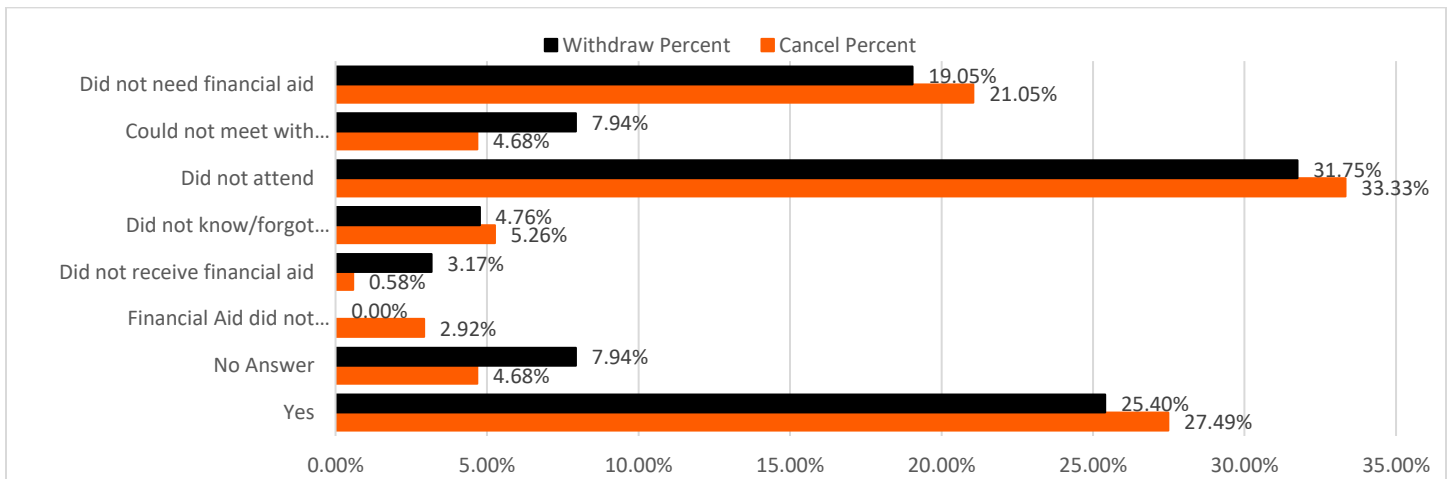
Did you talk to your Academic Advisor about withdrawing? (Select one)

Response	Cancel Count	Cancel Percent	Withdraw Count	Withdraw Percent
Yes	68	41.21%	62	48.82%
No Answer	11	6.67%	10	7.87%
Did not need advising	39	23.64%	27	21.26%
Did not know/forgot about advising	3	1.82%	4	3.15%
Did not attend	38	23.03%	23	18.11%
Could not meet with advisor during available hours	3	1.82%	1	0.79%
Advisor did not respond to phone calls or emails	3	1.82%	0	0.00%
Total	165	100.00%	127	100.00%



Did you talk to a Financial Aid Counselor? (Select one)

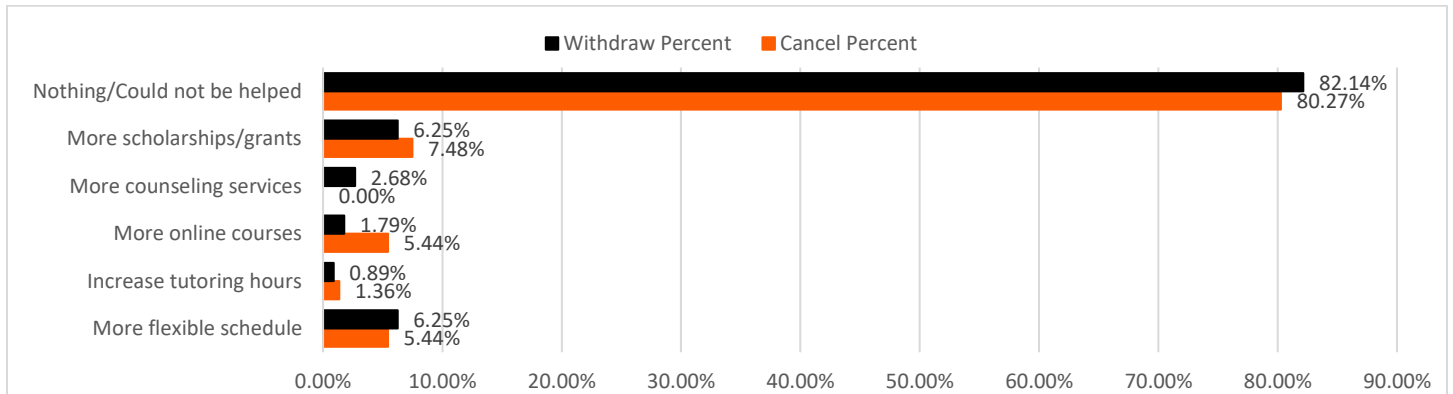
Response	Cancel Count	Cancel Percent	Withdraw Count	Withdraw Percent
Yes	47	27.49%	32	25.40%
No Answer	8	4.68%	10	7.94%
Financial Aid did not respond to phone calls or emails	5	2.92%	0	0.00%
Did not receive financial aid	1	0.58%	4	3.17%
Did not know/forgot about financial aid	9	5.26%	6	4.76%
Did not attend	57	33.33%	40	31.75%
Could not meet with FA counselor during available times	8	4.68%	10	7.94%
Did not need financial aid	36	21.05%	24	19.05%



How could we have helped you stay in school?

**Due to multiple responses on paper forms the Total Count may differ from the total number of survey respondents. The answer of "Other" was eliminated as response selection on the most recent survey version.*

Response	Cancel Count	Cancel Percent	Withdraw Count	Withdraw Percent
More flexible schedule	8	5.44%	7	6.25%
Increase tutoring hours	2	1.36%	1	0.89%
More online courses	8	5.44%	2	1.79%
More counseling services	0	0.00%	3	2.68%
More scholarships/grants	11	7.48%	7	6.25%
Nothing/Could not be helped	118	80.27%	92	82.14%
Total	147	100.00%	112	100.00%



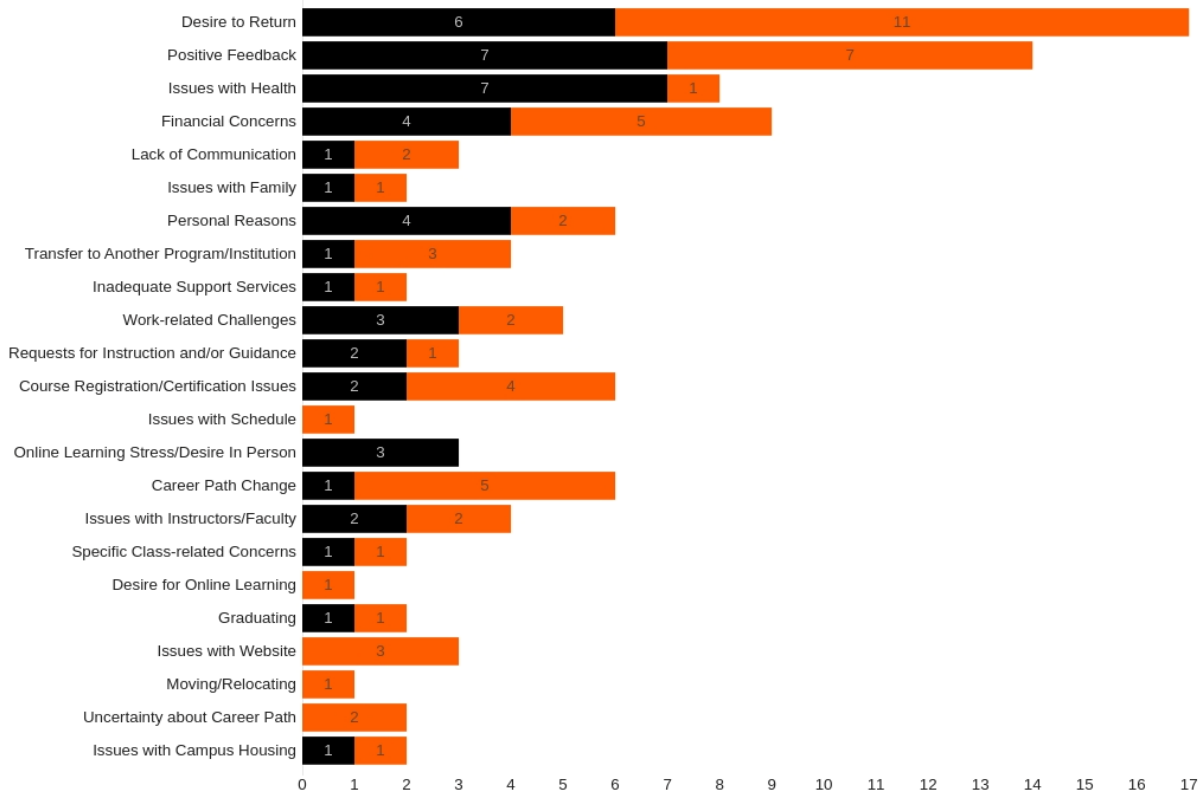
Any comments or suggestions?

Thematic Analysis with Cancel vs. Withdraw Side-by-Side Comparison

Any comments or suggestions?

91 Responses

● Withdrawal (after census) ● Cancel (before census or never attended)

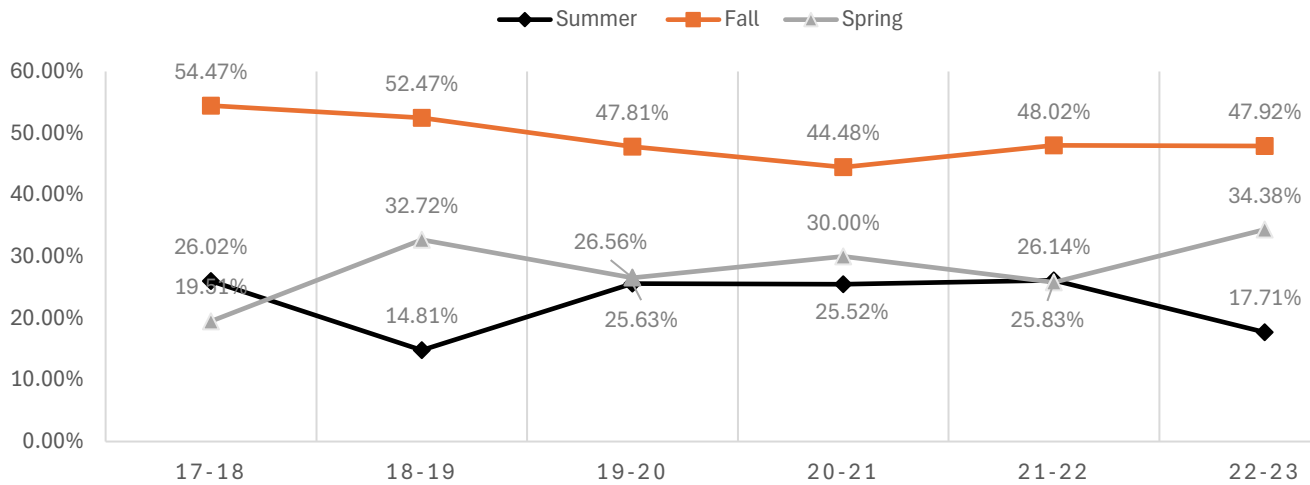


Appendix C Six-year comparisons

Withdrawal Term

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Summer	26.02%	14.81%	25.63%	25.52%	26.14%	17.71%
Fall	54.47%	52.47%	47.81%	44.48%	48.02%	47.92%
Spring	19.51%	32.72%	26.56%	30.00%	25.83%	34.38%
(Did not answer)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Responses	246	324	320	290	329	288

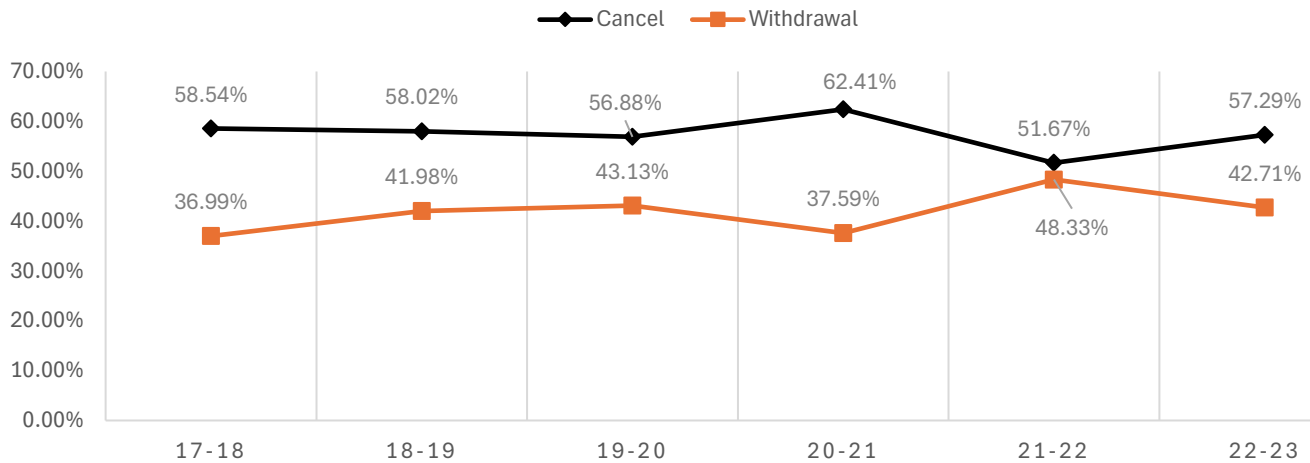
WITHDRAWALS BY TERM YEAR-OVER-YEAR TREND



For Office Use Only

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Cancel	58.54%	58.02%	56.88%	62.41%	51.67%	57.29%
Withdrawal	36.99%	41.98%	43.13%	37.59%	48.33%	42.71%
(Did not answer)	4.47%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Responses	246	324	320	290	329	288

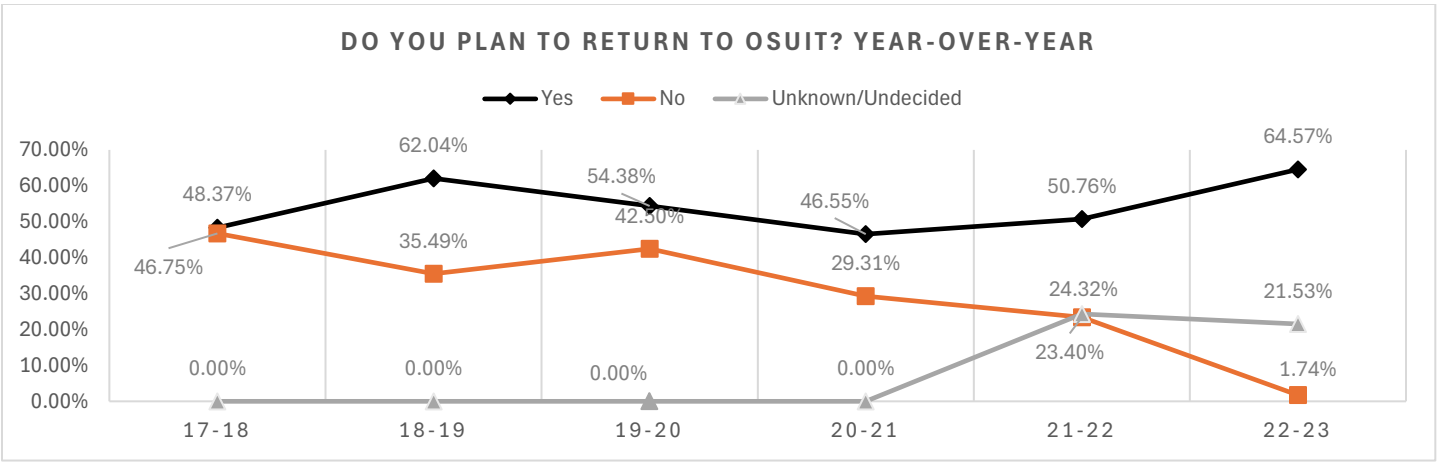
CANCEL VS. WITHDRAW YEAR-OVER-YEAR TREND



Do you plan to return to OSUIT? (Starting 21-22; Do you plan to re-enroll at OSUIT?)

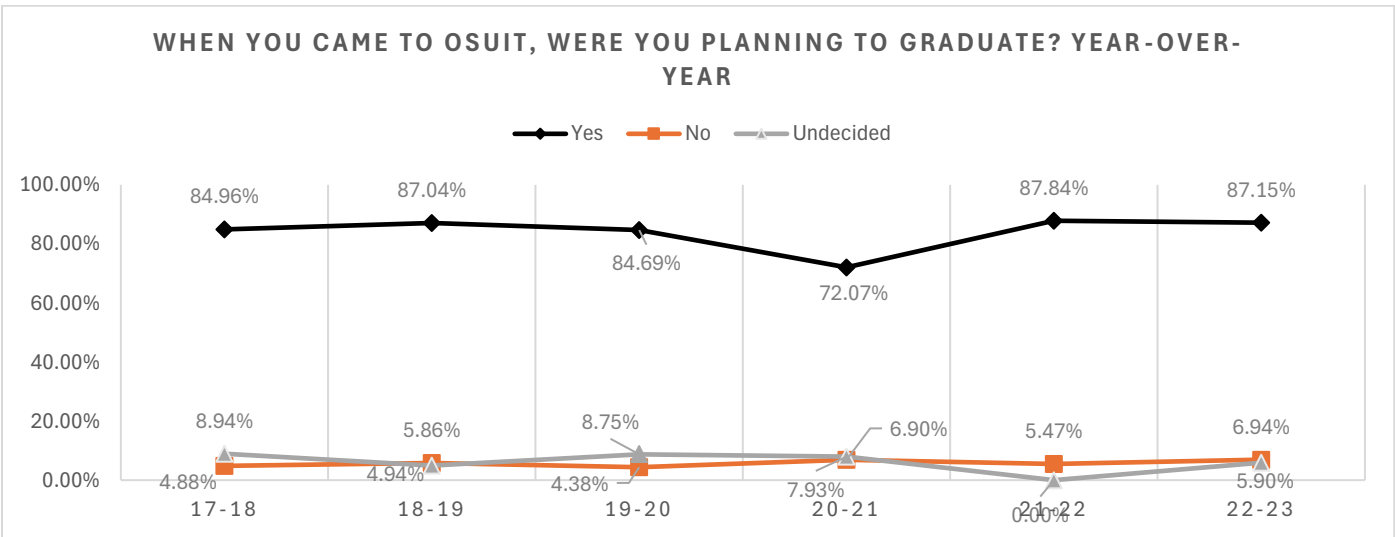
*This question was re-worded and additional response options were added to the 21-22 survey. Percentages are a consolidation of responses.

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	48.37%	62.04%	54.38%	46.55%	50.76%	64.57%
No	46.75%	35.49%	42.50%	29.31%	23.40%	1.74%
(Did not answer)	0.00%	0.00%	0.00%	0.00%	24.32%	21.53%
Unknown/Undecided	4.88%	2.47%	3.13%	24.14%	1.52%	12.15%
Total Responses	246	324	320	290	329	288



When you first came to OSUIT, were you planning to graduate?
 *This question did not include "Undecided" as a response option on the 21-22 survey.

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	84.96%	87.04%	84.69%	72.07%	87.84%	87.15%
No	4.88%	5.86%	4.38%	6.90%	5.47%	6.94%
Undecided	8.94%	4.94%	8.75%	7.93%	0.00%	5.90%
(Did not answer)	1.22%	2.16%	2.19%	13.10%	6.69%	0.00%
Total Responses	246	324	320	290	329	288



Reasons for Withdrawal (Mark all that apply.)

Many of the response options were changed for this question between the 19-20 and 21-22 surveys, making it increasingly difficult to chart with consistency. Therefore, a visualization is not included for this table.
Multiple answers per participant possible. Percentages based on number of responses, not respondents. "No Answer" was not included in the response calculations for 21-22 or 22-23.

Responses	17-18	18-19	19-20	20-21	21-22	22-23
(Did not answer)	0.00%	0.00%	0.00%	20.34%		
Academic suspension	0.45%	0.28%	0.50%	1.00%	1.66%	1.32%
Accepted full-time job	8.64%	5.77%	4.79%	0.00%		
Conflict between job and school	10.45%	4.65%	6.27%	26.70%	18.22%	14.91%
Could not find a job on campus	0.00%	0.28%	0.50%	0.00%		

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Coursework was not challenging	0.45%	0.56%	0.00%	0.70%	0.89%	1.32%
Coursework was too difficult	6.36%	1.83%	2.31%	17.60%	3.69%	2.92%
Did not budget correctly	7.27%	2.54%	2.31%	0.00%		
Family reasons	17.73%	10.14%	8.75%	20.30%	10.96%	11.11%
Financial reasons	19.09%	8.17%	10.73%	29.00%	11.97%	12.87%
Financial suspension	5.91%	1.41%	1.16%	0.00%		
Health reasons	9.09%	5.77%	4.62%	14.80%	8.28%	7.75%
Home sick	4.55%	1.13%	0.66%	0.00%		
Housing/roommate issues	0.91%	0.85%	0.83%	1.70%	1.27%	1.90%
Lack of financial aid	8.18%	4.51%	4.13%	0.00%		
Lack of quality of instruction	0.91%	1.55%	2.31%	7.60%	3.95%	2.63%
Lack of study skills needed	2.73%	0.85%	1.49%	0.00%		
Learned all I wanted at this time	2.27%	0.70%	0.66%	0.00%		
Major not offered at OSUIT	1.36%	1.69%	1.82%	3.10%	3.69%	5.41%
Moving/relocation	9.09%	3.52%	2.97%	6.90%	3.95%	5.41%
My job does not require more college	0.91%	0.42%	1.49%	0.00%		
Other (please specify)	20.45%	9.15%	10.56%	0.00%		
Scheduling issues	13.18%	3.94%	3.30%	12.80%	5.73%	5.41%
Taking a break from school	13.18%	7.32%	6.93%	0.00%		
Too many requirements	0.91%	0.70%	0.83%	0.00%		
Personal reasons*				28.60%	18.22%	18.71%
Unhelpful/unfriendly faculty*				3.10%	1.78%	2.05%
Unhelpful/unfriendly staff*				2.80%	1.40%	1.75%
Transferring*					4.33%	4.53%

*New or expanded category as of 2021 and 2022 surveys.

Additional response changes between the 19-20 survey and the 20-21 and 21-22 surveys

- Conflict between job and school -> Work/job-related
- Major not offered at OSUIT -> Changing major/major not offered
- Scheduling issues -> Class scheduling issues

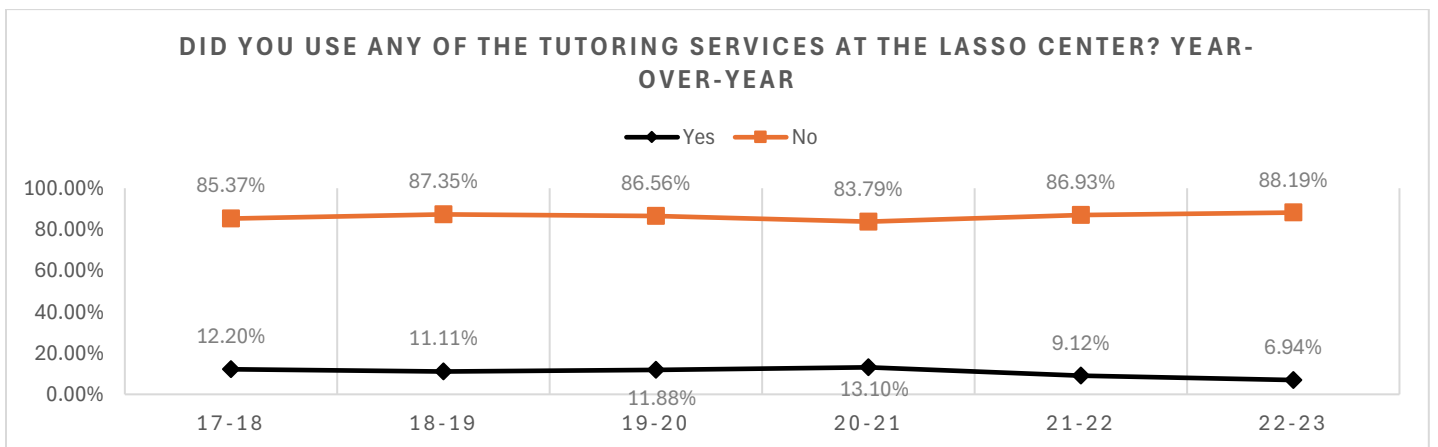
Usage of Student Support Resources

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question. 21-22 total percentage calculated against total number of selected responses, not total number of participants.

The 20-21 and 21-22 surveys provided a larger number of response options than previous years. Percentages listed here are consolidated and generalized from multiple responses.

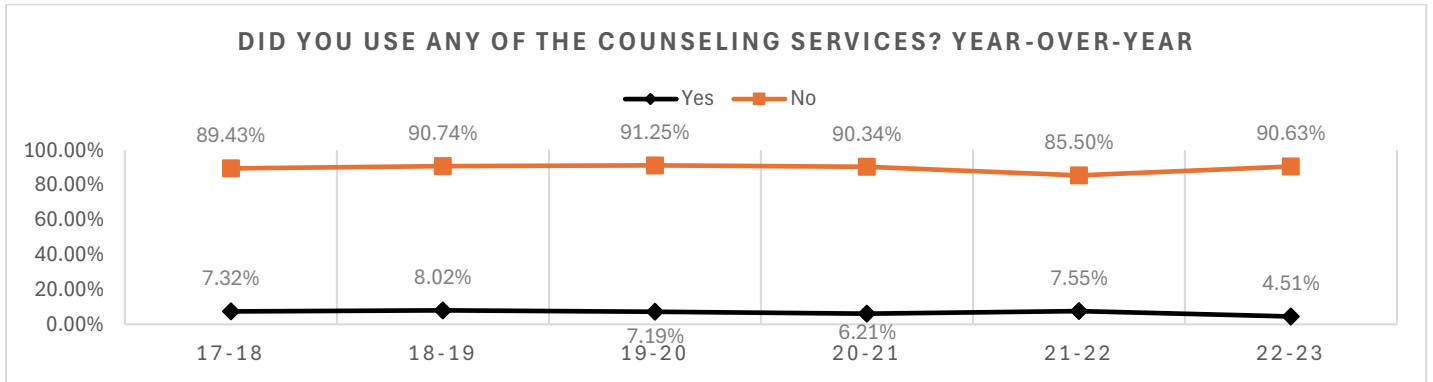
Did you use any of the Tutoring Services at the LASSO Center?

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	12.20%	11.11%	11.88%	13.10%	9.12%	6.94%
No	85.37%	87.35%	86.56%	83.79%	86.93%	88.19%
(Did not answer)	2.44%	1.54%	1.56%	3.10%	3.95%	4.86%
Total Responses	246	324	320	290	329	288



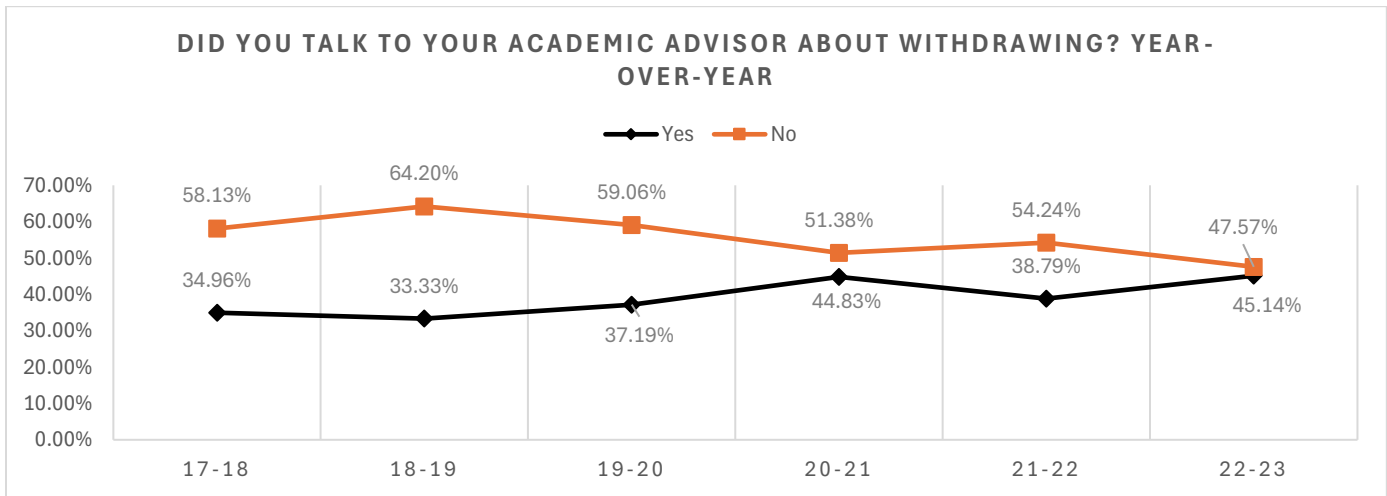
Did you use any of the Counseling Services?

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	7.32%	8.02%	7.19%	6.21%	7.55%	4.51%
No	89.43%	90.74%	91.25%	90.34%	85.50%	90.63%
(Did not answer)	3.25%	1.23%	1.56%	3.40%	6.95%	4.86%
Total Responses	246	324	320	290	329	288



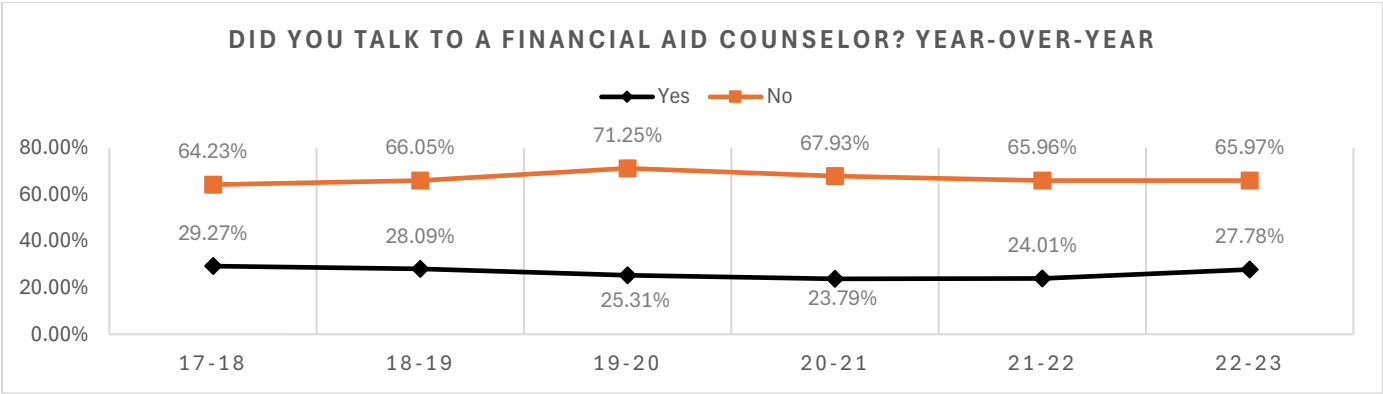
Did you talk to your Academic Advisor about withdrawing?

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	34.96%	33.33%	37.19%	44.83%	38.79%	45.14%
No	58.13%	64.20%	59.06%	51.38%	54.24%	47.57%
(Did not answer)	6.91%	2.47%	3.75%	5.17%	6.97%	7.29%
Total Responses	246	324	320	290	329	288



Did you talk to a Financial Aid Counselor?

Responses	17-18	18-19	19-20	20-21	21-22	22-23
Yes	29.27%	28.09%	25.31%	23.79%	24.01%	27.78%
No	64.23%	66.05%	71.25%	67.93%	65.96%	65.97%
(Did not answer)	6.50%	5.86%	3.44%	8.62%	10.03%	6.25%
Total Responses	246	324	320	290	329	288



How could we have helped you stay in school?

Many of the response options were changed for this question between the 19-20 and 21-22 surveys, making it increasingly difficult to chart with consistency. Therefore, a visualization is not included for this table.

Responses	17-18	18-19	19-20	20-21	21-22	22-23
More scholarships/grants	9.35%	9.57%	10.00%	8.86%	6.09%	6.14%
Increase tutoring hours	8.54%	8.95%	1.25%	1.52%	0.87%	1.02%
More online courses	1.22%	0.93%	0.63%	4.56%	4.06%	2.73%
More flexible schedules	0.41%	1.54%	13.75%	6.84%	6.09%	5.12%
More counseling services	13.41%	12.65%	11.25%	1.52%	0.58%	1.37%
Other (please specify)**	35.77%	42.59%	23.75%	10.38%	0.00%	0.00%
Nothing/Could not be helped*	0.00%	0.00%	0.00%	32.66%	69.57%	70.99%
(Did not answer)	38.62%	31.48%	48.13%	45.86%	12.75%	12.63%
Cumulative Percent	107.32%	107.72%	108.80%	112.20%	100.00%***	100.00%***

*New category as of the 20-21 survey; previously, most often cited as "other" response.

**Response removed from the 21-22 survey.

***Percentage calculated against total number of selected responses, not total number of participants.

Appendix D

Copy of revised *Student Withdrawal Request* form with the *Withdrawal Survey*

Student Withdrawal Request

Print or Type All Information

The official date of withdrawal is the last date of class attendance.

Refunds and grades will be determined by this date in accordance with OSUIT withdrawal policy.

NOTE: A withdrawal may require returning Financial Aid, thus creating a student account bill.

Name _____ CWID _____ Date _____

Are you receiving veteran/military education benefits? Yes No IF YES, Veteran Coordinator Initials _____

Program of Study _____

Semester: Summer Spring Fall Last Date of Class Attended _____

Reason for Withdrawal _____

Forwarding Information:

Address _____ City _____ State/Zip _____

County _____ Phone Number _____ Alt Phone Number _____

Date of Birth ____ / ____ / ____ Email Address _____

Do you plan to return to OSUIT? Yes No IF YES, when? _____

It is advised that all students contact the following department(s) prior to withdrawal from school.

Comments / Signatures from Advisors:

Academic Department / Advisor
Bursar's Office / Cashier's Office
Student Financial Services
Residential Life (on-campus students only)

Have you contacted the above departments? Yes No, I accept all responsibilities for my withdrawal.

I accept any and all academic and financial consequences of my withdrawal from OSUIT.

Signature of Student: _____ Date: _____

FOR OFFICE USE ONLY	
Withdrawal (student has attended)	
Cancel (Student has never attended)	Processed _____
University Appeals Committee:	Date _____
_____	_____

Student Withdrawal Request, Continued

Please complete this survey regarding why you are leaving OSUIT. Your response is important and always kept private and confidential. Your responses, combined with other responses, help us improve student services. Email Institutional Research at iar@okstate.edu with questions about this survey.

What term are you dropping/withdrawing from? Summer Fall Spring

Do you plan to re-enroll at OSUIT? (Select one option)

Yes, next term Yes, within the next year Yes, within 2 or more years Unknown/Undecided No

When you first enrolled, were you planning to graduate from OSUIT? (Select one option) Yes No

Why are you leaving? (Check all that apply)

	Major Reason	Minor Reason	N/A		Major Reason	Minor Reason	N/A
Academic Suspension	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Financial Reasons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Changing Major/Major not offered	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Health reasons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Coursework was not challenging	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Housing/roommate issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Coursework was too difficult	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Family reasons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of quality instruction	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Work/Job related	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Class scheduling issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Moving/relocation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Unhelpful/Unfriendly faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Personal reasons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transferring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Unhelpful/Unfriendly staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Did you use any of the Tutoring Services at the LASSO Center? (Select one)

Yes Did not need tutoring Could not meet with tutor during available times
 Did not attend Tutoring not available online or in area needed

Did you use any of the Counseling Services? (Select one)

Yes Did not need counseling Could not meet with counselor during available times
 Did not attend Online counseling not available

Did you talk to your Academic Advisor about withdrawing? (Select one)

Yes Did not need advising Could not meet with advisor during available times
 Did not attend Advisor did not respond to phone calls or emails

Did you talk to a Financial Aid Counselor? (Select one)

Yes Did not need Financial Aid Could not meet with FA counselor during available times
 Did not attend Financial Aid did not respond to phone calls or email
 Did not receive Financial Aid

How could we have helped you stay in school? (Check all that apply)

More flexible schedules Increase tutoring hours More scholarships/grants
 More online courses More counseling services Nothing/Could not be helped

Any comments or suggestions?
