



Northwestern University Center for Public Safety Cancellation Request Form

Students who wish to cancel or withdrawal from a course must submit their request in writing using this form.*
The completed form may be submitted in the following ways:

Email: nucps@northwestern.edu

Fax: 847-467-0540

U.S. Mail: Registrar
Northwestern University
Center for Public Safety
1801 Maple Avenue
Evanston, Illinois 60208

REGISTRANT INFORMATION

First Name M.I. Last Name

Agency/Business

Phone Number Email Address

Course Title

Course Dates Course Location

GENERAL REASON FOR CANCELLATION:

SELECT ONE: Credit Refund Have Not Paid

IF REQUESTING A REFUND:

Make Check Payable To Attention

Address 1

Address 2

City State/Province Zip/Postal Code

Country Submitted by

Special Instructions

Phone Number Email Address

* To view the full registration and cancellation policy, please visit nucps.northwestern.edu/rcpolicy.