



Center for Financial Training
Upstate New York

CFT COURSE WITHDRAWAL FORM

Students who wish to withdraw from any CFT course, including classroom, online or guided self-study, must complete this form and return it via fax (315) 233-7244 or mail to CFT Upstate NY, 1201 E. Fayette St., Suite #33, Syracuse, NY 13210.

Students who wish to withdraw via e-mail may do so by sending their request for withdrawal to dphelps@cftunv.com. Please provide the course type (eg. Online) course title and start date of the course withdrawing.

PLEASE NOTE: You will not be officially withdrawn until you hear from the CFT Office either by e-mail or phone confirming that we have received and accepted your withdrawal request.

PLEASE PRINT:

Last 4 digits of SS#

Student Name

Employer Name

Work Phone

E-mail address

Course Title

Course Start Date

Course Type:
(circle one)

ELEARN
Online Course

Guided
Self-Study

CFT
Evening Course

Please officially withdraw me from the course listed above.

Student Signature (Required) Date: _____

Authorized Signature (Required) Date: _____

If you have any questions regarding the CFT Course Withdrawal Policies, please call the CFT Office @ 315-233-7242 or send an e-mail to info@cftunv.com