

Taking a leave of absence, or transferring or withdrawing from your course.

Students considering withdrawing, taking a leave of absence, transferring courses or changing mode of attendance are strongly advised to contact their Faculty Programme Leader or for Postgraduate Research Students (PGRs) the Graduate Research Support Office (GRS), as soon as possible. If you are an International Student you should also contact the [International Student Support Team](#) for additional information and advice.

WITHDRAWALS

The Policy governing student withdrawals can be found [here](#). It is important that you read this carefully, and seek advice if unsure about any aspect of the Policy. **You should particularly note that the date of withdrawal will be taken as the date of your online withdrawal request being submitted, and any fees liability calculated accordingly.**

To notify the University you must submit a request to voluntarily withdraw through the e-Vision portal: [e-Vision](#)

If you have any queries please contact The Gateway in the first instance:

City Campus – Gateway Building
Sir Tom Cowie Campus at St Peter's – Prospect Building

Telephone: +44 (0)191 515 2222

If you're unable to visit our Enquiry Desk on campus, you can also contact [The Gateway](#) through Compass, your student enquiry management portal where you can take a look at our handy [FAQs](#) as well as [Submit an Enquiry](#). Log in at www.sunderland.ac.uk/compass.

Students studying at a Partnership College should contact their Liaison Officer or Programme Leader for advice and guidance on voluntarily withdrawing from University. Failure to submit an appropriate request to withdraw from the University may result in you being liable for the full tuition fee.

For full information on the financial implications please refer to the [Withdrawal Policy](#) linked above, and our [Tuition Fees and Refunds Policies](#), which can be found [here](#)

LEAVE OF ABSENCE

There could be a need for a student to take an authorised period of absence leave from their University studies. Further information on our [Leave of Absence Policy](#), eligibility and forms can be found [here](#)

TRANSFERS

The University of Sunderland (UoS) is committed to supporting the successful progression of its students through their academic journey, helping them to realise their full academic, professional and personal potential. In doing so, we recognise that on occasions students may wish to change from their chosen programme of study to another within the University, which they feel is more suitably aligned to their career aspirations or is of greater academic interest.

For more information please see our [transfer policy](#), and a [set of frequently asked questions](#).