



Financial Aid Office
The Evergreen State College
Olympia, WA 98505

FINANCIAL AID OFFICE

Office: 360-867-6205
Fax: 360-867-6576
Email: finaid@evergreen.edu
Web: www.evergreen.edu

TO: Faculty

FROM: Tracy Hall, Director of Financial Aid

DATE: _____

RE: Name: _____

ID#: **A**_____

Qtr: _____

The above mentioned student has or is in the process of totally withdrawing from TESC. Financial Aid is required to verify attendance. Please check/complete one of the following.

This student:

- Never attended the first day/meeting
- Attended at least one day/meeting
Date last attended or submitted work, date: _____
month day year
- Other: _____
- _____

Program Title: _____ Date: _____

Faculty Name: _____ Signature: _____

Thank you for your prompt response. Please return to:

Barry P. Bailen
Financial Aid Office
Library Building