



Transferring/Leaving UW-Stout

Before you leave UW-Stout, you must complete the following:

- Complete an Exit Interview Form (Advisement website - <http://www.uwstout.edu/advisement/tools.shtml> - Click on “Exit Interview”).
- Request “official” transcripts to be sent to new school. Registration and Records (109 Bowman Hall).
- If you have registered for NEXT semester courses, drop these courses online @ ACCESS STOUT.
- If you receive any Financial Aid, notify the Financial Aid office that you will be exiting our campus (210 Bowman Hall).
- Notify University Housing. Fill out necessary paper work to terminate your housing contract (170 Price Commons).
- Return all textbooks to Instructional Resources (201 Library Learning Center).
- Return Laptop to Ask 5000 Help Desk (3rd floor Millennium Hall).
- If you have unused Baseline/Baseline Plus/Flexline funds on your Stout OneCard and wish to apply for a refund, complete the form on-line @ <http://www.uwstout.edu/campuscard/closure.htm> or visit the Campus Card Office (160 Price Commons).
- Make sure you don't have any outstanding bills; stop by the Business Office (125 Administration Building)