



***INSTITUTE OF  
TECHNOLOGY***

WITHDRAWING STUDENTS  
Summer 2017-Spring 2018

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Oklahoma State University Institute of Technology  
Okmulgee, Oklahoma

Office of Institutional Research

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## Summary

Student retention continues to be a focal point for Oklahoma State University Institute of Technology (OSUIT). The OSUIT Retention Task Force promotes efforts to determine why students leave the university without completing their programs of study; as we identify actionable reasons for these withdrawals, we focus resources on correcting conditions that lead to these withdrawals. By minimizing deterrents, retention of our student population should improve. The first step remains—to determine what forces influence students leading them to decide to withdraw from school. The *Withdrawal Survey* continues to play a part in these efforts.

The Institutional Research Office received 246 completed *Student Withdrawal Request Forms* that included *Withdrawal Survey* data for academic year 2017-2018. Please note that the *Student Withdrawal Request Form* has two parts: The front page, the *Student Withdrawal Request Form*, provides the Registrar's Office essential contact information, an explanation of reasons for withdrawal, and signatures of required contacts prior to withdrawal. On the back of the form is the *Withdrawal Survey*, used by the Office of Institutional Research, to collect additional information such as intent to return, use of particular services, and opportunities to provide feedback on services and other ways to help students stay in school. Although some of the information from the *Student Withdrawal Request Form* (front page) is useful for institutional research purposes, most of the information reported herein is based on responses to the *Withdrawal Survey* on the back of the form (see Appendix D for a copy of the *Student Withdrawal Request Form* which includes the *Withdrawal Survey*).

### *Student Withdrawal Request Form*

Fourteen respondents (5.7%) noted receiving veteran/military education benefits. Understandably, most withdrawals occurred during the fall 2017 semester (54.5%). While 48.4 percent (down from 62.8 percent from the previous year) planned to return to OSUIT (*Student Withdrawal Request Form*), two-thirds of these suggested a time. More canceled *before* census (58.5%) than withdrew *after* census (37.0%). Reasons for withdrawal, as reported on the *Student Withdrawal Request Form*, varied greatly. The reasons listed on the *Student Withdrawal Request Form* were in the form of brief narratives provided by the withdrawing students (Appendix B).

### *Withdrawal Survey*

While withdrawing students come to OSUIT from widely varied academic histories, the highest percentage of withdrawals (49.2%) attended high school prior to coming to OSUIT. Although 62.8 percent of withdrawing students said they planned to return to OSUIT on the *Student Withdrawal Request Form*, only 39.8 percent stated they would re-enroll at OSUIT in the future on the *Withdrawal Survey*. Of the 246 *Withdrawal Survey* respondents, 85 percent (consistent with previous year) initially enrolled with the intent to graduate from OSUIT.

The *Withdrawal Survey* provides respondents with a checklist of potential student issues that, in whole or in part, help to identify the factors that led to their withdrawal from school (Appendix A). *Work* (21.8%) was the most-cited reason for leaving school; combined with *Conflict between job and school*, *Accepted full-time job*, and *My job does not require more college*, work-related issues

accounted for 41.8 percent of the reasons given (see “Why are you leaving?” in Appendix A for breakdown of checklist responses).

For *Withdrawal Survey* respondents, 30 (12.2%) reported receiving tutoring services through the LASSO Center; 18 (7.3%) accessed campus counseling services; 86 (35.0%) discussed withdrawal with their academic advisors; 72 (29.3%) spoke with a financial aid counselor before withdrawal. Reasons given for not accessing services are included with the results tables in Appendix A.

When asked “How could we have helped you stay in school?” 33 (13.4%) reported that *more flexible schedules* would have helped; 23 (9.4%) reported *more scholarships* would have helped. The largest category, the open-ended “other” responses (35.8%) included financial support, scheduling issues, specific course offerings, more flexibility dealing with specific student needs, and a wide variety of other responses. However, several mentioned that OSUIT was not at fault and that the problems experienced were unknown or unavoidable.

When asked to make comments about OSUIT’s services to students, 32 of 46 comments made indicated positive feelings about OSUIT overall. Eight of the withdrawing students expressed their intentions to return to OSUIT once they had cleared up whatever issues they faced. Negative comments included difficulties with seeking services over the phone or through email or attempting to communicate with instructors. Several comments dealt with expansion of online course offerings and flexible schedules for those who work during the day; see the comments in their entirety in Appendix A.

Finally, a four-year data comparison (academic years 2014-2015 through 2017-2018) is located in Appendix C; this comparison includes tables and trend lines only. For open-ended comments and “other” responses, please refer to the specific *Withdrawing Students* report in [osuit.edu/research/](http://osuit.edu/research/) under Reports & Surveys and the “Withdrawing Student Survey” tab.

Respectfully submitted,

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OSUIT Office of Institutional Research

Appendix A:  
Results of Student Withdrawal Request Form and  
Student Withdrawal Survey 2017-2018

**Are you receiving veteran/military education benefits?**

Answer	Count	Percent
Yes	14	5.69%
No	212	86.18%
No answer	20	8.13%
Total	246	100%

**Semester**

Answer	Count	Percent
summer 2017	64	26.02%
fall 2017	134	54.47%
spring 2018	48	19.51%
Total	246	100%

**Do you plan to return to OSUIT?**

Answer	Count	Percent
Yes: When?*	119	48.37%
No	115	46.75%
No Answer	12	4.88%
Total	246	100%

*Yes: When?	Count	Percent
Undecided/not sure	24	9.76%
Fall 2017	20	8.13%
Spring 2018	17	6.91%
Summer 2018	11	4.47%
Fall 2018	8	3.25%
Next semester/trimester	4	1.63%
Fall 2017 or Spring 2018	3	1.22%
Next Fall	3	1.22%
Winter semester	2	0.81%
Spring 2019	1	0.41%
1 to 2 yrs	1	0.41%
After completion of core classes at other college	1	0.41%
After graduation	1	0.41%
ASAP Next fall or spring	1	0.41%
Depends where I live at the time.	1	0.41%
Either next semester or the following	1	0.41%
hopefully in 2018	1	0.41%
If an online class is offered.	1	0.41%
maybe	1	0.41%
Maybe, based on class availability	1	0.41%
N/A	1	0.41%
near future	1	0.41%
possibly	1	0.41%
Possibly summer 2018 or fall 2018	1	0.41%

*Yes: When? (continued)	Count	Percent
Spr 18 or fall 18	1	0.41%
spring or summer 2018	1	0.41%
When I can afford it.	1	0.41%
whenever possible	1	0.41%
No Answer	135	54.88%
Total	246	100.00%

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Answer	Count	Percent
Withdrawal (after census)	91	36.99%
Cancel (before census or never attended)	144	58.54%
University appeals committee	0	0.00%
No Answer	11	4.47%
Total	246	100%

**What type of school did you attend prior to entering OSUIT (select one option)**

Answer	Count	Percent
None/GED	8	3.25%
High School	121	49.19%
Technical School	30	12.20%
2-year College	43	17.48%
4-year College	31	12.60%
Graduate/Professional College	5	2.03%
Other (please specify)*	5	2.03%
No Answer	3	1.22%
Total	246	100%

**\*What type of school did you attend prior to entering OSUIT (select one option)**

- Cosmetology
- EOSC
- Home schooled
- none
- Proprietary school

**Do you plan to re-enroll at OSUIT?**

Answer	Count	Percent
Yes	98	39.84%
No	76	30.89%
Undecided	68	27.64%
No Answer	4	1.63%
Total	246	100%

**When you first came to OSUIT, were you planning to graduate?**

Answer	Count	Percent
Yes	209	84.96%
No	12	4.88%
Undecided	22	8.94%
No Answer	3	1.22%
Total	246	100%

**Why are you leaving? (select ALL that apply)**

Response	Count	Percent
Work	45	21.82%
Other: (please specify)	44	20.45%
Financial reasons	43	19.09%
Family reasons	41	17.73%
Transfer to another college	39	14.09%
Scheduling issues	29	13.18%
Taking a break from school	26	13.18%
Conflict between job and school	24	10.45%
Moving/relocation	22	9.09%
Health reasons	22	9.09%
Accepted full-time job	22	8.64%
Lack of financial aid	19	8.18%
Did not budget correctly	19	7.27%
Unhappy with grades	12	6.36%
Coursework was too difficult	8	6.36%
Financial suspension	7	5.91%
Homesick	6	4.55%
Transportation issues	6	4.09%
Unsatisfied with course content	6	4.09%
Lack of study skills needed	6	2.73%
Uncertain about the value of an education	5	2.73%
Learned all I wanted to learn at this time	5	2.27%
Major not offered at OSUIT	5	1.36%
My job does not require more college	4	0.91%
Too many requirements	3	0.91%
Housing/roommate issues	3	0.91%
Lack of quality education	3	0.91%
Coursework was not challenging	2	0.45%
Unfriendly faculty and staff	2	0.45%
Academic suspension	1	0.45%
Couldnot find a job on campus	0	0.00%
Total	479	100%

Note: Multiple answers per participant possible. Percentages total to 100% of responses provided.

**Why are you leaving? \*Other: (please specify)**

military (5)	Not for me
lost sponsor (2)	not user-friendly
OSU-OKC (2)	Only for the semester
Attending TCC	OSU-Stillwater
Baby on the way	Personal
Bullying of others to me	personal/medical
Cosmetology	Planning to attend full time
didn't past the reading test.	returning
different field	Seeking 8 week course
Don't want to go anymore.	Surgery
Green Country	switching majors
High School	taking at a later date
Illness after childbirth	TCC classes for summer '17
Location	the town
Lost my job.	undecisive on major
Medical	was not aware I finish the enrollment...
medical/other student issues	will return

**Did you use any of the Tutoring Services at the LASSO Center? (select one)**

Answer	Count	Percent
Yes	30	12.20%
No	210	85.37%
No Answer	6	2.44%
Total	246	100%

**If No, why didn't you use Tutoring Services? (select ALL that apply)**

Answer	Count	Percent
Did not need tutoring	83	33.74%
Did not know about tutoring	8	3.25%
Could not meet with tutor during available time	11	4.47%
Other*	32	13.01%
No answer	117	47.56%
Cumulative Percentage (divide count by n=246)	251	102.03%

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

**\*Other**

Other - Text	
Did not attend (16)	I am in other state.
Did not feel like it (2)	I could not find the time to be able to go
Online student (2)	never
class never started	Too far 1 time
Did not know where	Unable to focus
Do not need to	Work full time
don't live near by	



**Did you use any of the Counseling Services? (select one)**

Answer	Count	Percent
Yes	18	7.32%
No	220	89.43%
No Answer	8	3.25%
Total	246	100.00%

**If No, why didn't you use the Counseling Services? (select ALL that apply)**

Answer	Count	Percent
Did not need counseling	101	41.06%
Did not know about counseling	6	2.44%
Could not meet with counselor during available time	3	1.22%
Other*	18	7.32%
No Answer	118	47.97%
Cumulative Percentage (divide count by n=246)	246	100.00%

**\*Other**

Never started classes (8) did not use	I am in other state.
have a personal counselor	I have an advisor at Seminole
I am a certified counselor!	Unable to say at present
	Work full time

**Did you talk to your Academic Advisor about withdrawing? (select one)**

Answer	Count	Percent
Yes	86	34.96%
No	143	58.13%
No Answer	17	6.91%
Total	246	100.00%

**If No, why didn't you talk to your Academic Advisor? (select ALL that apply)**

Answer	Count	Percent
Did not need advising	56	23.17%
Did not know about advisor	9	3.66%
Could not meet advisor during available hours	11	4.47%
Other*	17	6.91%
No Answer	154	62.60%
Cumulative Percentage (divide count by n=246)	247	100.81%

**\*Other**

Advisor is unknown	No time to
Don't know who that is	Only for the semester.
Don't want to bother	Planning to meet with beforehand
In Texas when withdrawing	There was nothing I could do
Needed to do it	Will return to OSUIT
Never came to mind.	Work full time
never started classes	

**Did you talk to a Financial Aid Counselor? (select one)**

Answer	Count	Percent
Yes	72	29.27%
No	158	64.23%
No Answer	16	6.50%
Total	246	100%

**If No, why didn't you talk to a Financial Aid Counselor? (select ALL that apply)**

Answer	Count	Percent
Did not need advising	49	19.92%
Did not know about advisor	3	1.22%
Could not meet advisor during available hours	22	8.94%
Other*	28	11.38%
No Answer	146	59.35%
Cumulative Percentage (divide count by n=246)	248	100.8%

**\*Other**

Decision was made while I was not on campus	No reason
Did know had too	No time to
Did not begin class	Not full time
Did not know who to talk to	not needed
Don't want to bother.	other financial reasons
financial aid denied	Out of state
Haven't yet done so.	Problem was not financial
I was told I didn't have to.	unsure if I will receive it or not
In Texas	Was not critical at the moment of my health issue.
money isn't the problem	Work full time

**How could we have helped you stay in school?**

Answer	Count	Percent
More scholarships	23	9.35%
More online courses	21	8.54%
Increase tutoring hours	3	1.22%
More counseling services	1	0.41%
Additional flexible schedules	33	13.41%
Other*	88	35.77%
No Answer	95	38.62%
Cumulative Percentage (divide count by n=246)	264	107.32%

**\*Other**

nothing (8)	Moving to another school
accepting my transfer credits	My fault
Changed major	None N/A gotta take care of baby
Cold not complete requirements within timeframe	none: want to save money before nursing school.
cost is far too much	not enough time.

***How could we have helped you stay in school? \*Other (continued)***

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courses needed no offered	Not OSUIT's problem
Different class hours.	not your fault own fault
Due to circumstance impossible.	area of interest.
Early Childhood Development classes	Nursing is hard OSU is great!
financial aid help	Offer IT internships or mentorships with faculty
financial reasons	Offered computer science
financial requirements could be better	Offering this class in the evening on campus
I will be returning - temporarily attending TCC for convenience (hours/sched)	On my way
I'll be back	OSUIT did nothing to make me leave.
I'm moving and transferring	School not at fault
It wasn't the school's fault, just my decision	self-paced options
Joined Army.	The problem was not with the school.
just needed a break	unavoidable at this time
Less online classes. They suck.	unknown
Make tuition cheaper	Will return in spring.
More follow through when instructors fail to do their job	Work more with people who are ill or become ill.
More scholarships for people with families	Would have stayed but enlisted.

***Any comments about the services offered at OSUIT?***

- Beginning freshman straight out of high school need more orientation
- Everyone is friendly and wanted to truly help but right now I'm stuck.
- Everything is good for getting enrolled.
- Everything seems great. If I can get some financial assistance I hope to re-enroll next semester.
- Everything was great, I'm just not mentally stable or as ready as I thought I was.
- Financial aid is the biggest headache and take too long to get things done in a timely manner.
- Good services all in all.
- Great education
- Great school, plan on returning as soon as I acquire enough funds to return.
- Great school. Just doesn't have what I want.
- Great service from staff, very helpful.
- Hard to have a full time job while at OSUIT because not a lot of options for classes.
- Have had a great experience so far and hope to return soon!
- Human resources department has a lot of problems.
- I absolutely loved this school, but moving is in my best interest.
- I am at other school and am taking 15 hours; working full time & kids. So taking on Spanish was not in my schedule.
- I just needed to be able to drop the course and get a different course.
- I love all the services offered at OSUIT.
- I love OSUIT and would tell everyone that it is a great place with lots of wonderful life changing opportunities.
- I plan to re-enroll in the fall of 2017
- I took the online courses. The experience is good. However, I have not so good experience in one course whose instructor is not responding to my emails and calls very well.
- I was planning on completing an IT degree online. I am currently employed as a high school counselor. I am familiar with OSUIT through my line of work, and believe it is an excellent school!

***Any comments about the services offered at OSUIT? (continued)***

I will be back

Instructors answering emails - faculty not responding.

I've enjoyed my time here at OSUIT and have valued my relationships with the professors. I hope to remain in touch.

My decision to withdraw from this fall semester has nothing to do with OSUIT. I have had an amazing experience here, and plan to return to finish my degree.

Not enough space to voice my issues with the quality of the high voltage program.

OSU-IT is a great school, and the IT faculty are very good at what they do. I wish there were some tests we could take, or challenges, or assignments we could have if we are already working, or have a family to support. Considering a lot of IT students are online only students, it would make sense.

OSUIT is an excellent school. I am just not interested in school.

Satisfied

Seems like a great school.

Service and staff were great and welcoming!

Services were great!

Staff was great and very helpful.

Thank you.

The services here was very helpful.

The services were amazing! Can't wait till I can come back.

They were all done

They're really good at what they do and they help out when needed.

Very good. I am not leaving because OSUIT made me, OSUIT is a great school.

Very thankful for the help I received with enrollment.

Would have loved to attend.

You guys are awesome. I will be back.

***Do you have any other comments/suggestions to help OSUIT improve services to students?***

***Any suggestions about additional services beneficial to OSUIT students?***

8 week online coursework would be valued - previous graduate finishing coursework for bachelors

Absolutely change the course description and add pre-requisites other than C# and Basic Scripting. ASP.NET is more in-depth. The learning curve wouldn't have been the issue if I didn't have a time constraint.

Classes in C-assembly.kernel programming and reverse engineering would be helpful for security students - at least some of them. I understand it that's too specialized for this program. Despite this quibbling, I greatly value the broad array of skills I've acquired here.

Could be more accessible to those not living on campus.

I recommend that instructors provide videos showing them teaching the class to online students.

I'm interested in Data Science. Which is what we do, most companies who hire Data Scientists want them to be knowledgeable of utilizing programs in tandem like Python/SQL to analyze data and show visual representations. I think spending a semester on a professional level assignment like that, would be just as valuable as an internship.

***Do you have any other comments/suggestions to help OSUIT improve services to students?***

***Any suggestions about additional services beneficial to OSUIT students? (continued)***

It is almost impossible to get an answer when calling the main number to OSUIT.

Make a system where a student can file a complaint if an instructor is either not responding in the 48 hour window, or in a week, also a system to report an instructor when a student feels as though they are being discriminated against.

Making assurance of quality of retainment of students, communication to students.

Might need to clear with adult students, when to have everything done to attend school.

More available night classes

more hands on in IT courses

More online classes for Nursing program

Need more online courses.

Need to offer more flexible schedules for students working full time. (2)

No, good services and they don't really need improvement.

Not at this time. Thank you.

On campus transportation for physically challenged students.

Online experience is confusing

Res life sucks @ their job

Yes, I am unable to attend during the day because of my work schedule. Offering the class 1 night a week would help me receive immediate feedback when I don't understand the problems.

Appendix B:  
Reasons given for withdrawal from OSUIT  
2017-2018

## REASONS NARRATIVES

Academic reasons

Accepted full time job

Accepted full-time job for summer.

Active duty

Attending another school.

Attending closer to home.

Attending OSU-STW in the fall.

Attending TCC

Bad grades and thinking of changing careers.

Can't afford it

Can't afford it.

Car accident, physical therapy, full time employment and family life all together proving to be too much to handle.

Change of plans. Moving/relocation

Changed schools

Changing ACR

Changing majors

Changing schools/relocating to Texas

Class has yet to begin. The cost is too great so I've decided to attend the College of the Muscogee Nation for my core classes to save as much as possible. I do plan to return after my core classes have been completed to continue progress towards my degree required for radiology.

Complications at home with work and family.

Comprehension of subject

Conflict with class at OSU-Stillwater

Conflict with work & using my time. Wasn't prepared to start at this time.

Conflicts with work/withdrew ITD 1243-0, ITD 1353-0

Court/child custody/divorce issues.

Death of my mother

Decided on another course that fit my major better.

Decided to attend school elsewhere

Decided to go to a college closer to my home town.

Decided to go to Green Country for CNA.

Denied appeal for financial cannot afford to attend school at this time.

Deploying to Afghanistan later this year.

Depression - Recommendations by counselors.

Did not have the right schedule I needed for the math class I needed.

Do not wish to go anymore.

Don't have time due work.

Don't like it here.

Don't like it.

Drop last- Personal- Son diagnosed with autism - needs therapies & temporary coming back summer '18.

Due to illness after childbirth I have missed 5 or more weeks of school. Therefore, I cannot end the semester with a "C" or above.

Due to work schedule I will be taking classes at TCC this summer. Will return to OSUIT.

Emergency family situation, unable to attend until next semester.

Enlisted into United States Navy.

Enrolling at OSU Tulsa for spring semester

Enrolling in another school

Family issues

Family issues and rough pregnancy.

Family problems

Family purposes

Family reason

Family reasons, and work reasons

Fell behind in classes

Fell ill and fell behind.

Financial

Financial

Financial

Financial aid suspended

Financial aid was suspended. I cannot afford to pay for school on my own.

Financial crisis

Financial issues

financial problems

Financial reasons

Financial reasons.

Finish an associates, then comeback for electrical program.

Found another class (in Stillwater)

Full time job.

Going back to work & putting my son in pre-k.

Going off for work

Going somewhere else.

Going to a different school

Going to come back at a different time.

Going to Durant.

Going to go to Idabel, OK for basics.

Going to Green Country

Going to LPN school at Central Tech in Sapulpa

Going to other classes in another school

Going to take later.

Going to wait, & choose another college

Going to work in another state.

GPA returning in spring

Grades are very low and I wish to pursue another field

Grades dropped and I plan on changing majors.

Had to have surgery

Have depression and it makes me really tired so I would wake up too late to attend my classes.

Have type I diabetes and cannot get required CDL.

Having baby

Health issue

I accepted a promotion at work. By accepting the position there become a conflict of scheduling between work and school. Also, my credit transfers where not accepted. So I am taking classes again and that is a major roadblock for me.

I already possess several degrees (up to a master's), and I enrolled to gain exposure to IT courses for work. I recently took another position at work which does not require IT education.

I am taking an online class at TCC instead of on campus at OSUIT.

I am taking classes at TCC due to availability of classes after work hours.

I cannot afford it.

I cannot continue in the IT field due to my TBI's that affect me after being online for too long. I also cannot grasp some of the concepts of the coding, especially with no support from the faculty in one of my classes. I cannot teach myself how to code, so I am switching majors.

I do not feel like school is the right thing for me at the time.

I do not want to take the class now.



I had to do something for my family.  
I have been accepted to nursing program beginning in fall 2017. I have chosen to work over the summer and prepare for school this fall.  
I have decided not to pursue this career path.  
I have realized with my current job position that pursuing this particular degree might not assist in my success, and I have decided to focus on some job related certifications in the time being while I figure out exactly where I want to take my education.  
I have recently been scheduled for a military medical board review and my future with the military is uncertain.  
I just didn't feel safe in the dorms.  
I will be very busy in the Fall 2017 semester. So I will not take courses in fall 2017.  
I would like to transfer to a different school; so I can get my LPN.  
I'm not motivated this semester. I've been going to college for 2yr straight & I need a break.  
Indecisive on my life plans  
Insufficient financial aid  
Interferes with school activity  
intern termination of sponsorship  
It is financially unreasonable for me to stay.  
It is in my best interest financially to find an in state college, not interested in program of study  
ITD 3333 was not clearly defined prior to enrollment. I then had to wait to get a Virtual Machine 1 week behind. Then had to learn the ASP.NET everything. As soon as I figured one thing out there was another issue to learn. I could never complete the assignment.  
Job  
Joined Army  
Joined military.  
Joining IBEW apprentice program  
Joining the military  
Just decided to take a semester off  
Kicked out of aggreko program and moved back to Texas.  
Kicked out of home.  
Lack of class availability  
Lack of funds  
Lack of funds  
Looking for 8 week class-TCC. Also: it's frustrating not to be able to drop a class online.  
Lost job.  
Lost my intern sponsor so I won't be able to start this year now.  
medical  
medical  
Medical and family issues  
Medical and personal  
Medical issues and also personal problems  
Medical stroke  
missed too many days of class. Can't afford specific tools for the class.  
Money and family  
Moved to Arkansas in 7/2017  
Moved to Texas  
Moving  
Moving  
Moving  
Moving to North Carolina  
Moving to North Carolina  
My mother was diagnosed with stage 4 terminal cancer and I am her primary caregiver.

My work hours increased and financial reasons.

Need a break & winter is coming, I drive 1 hour to get here.

Need a mental break

Never attended classes.

New employment

New job I started earlier in the semester, and medical issues within the family.

No financial aid available. Can't afford the tuition right now.

No longer need the course - (20668 BIOL 2124 - Microbiology)

No sponsor, full time job, no money.

Not comfortable w/adding to my work load at this time. Just started a full time job as an LPN.

Not enough time this semester.

Not going to classes, leaving the school.

Not interested in the program and avoiding an F.

Other

Other personal issues came to be.

Personal

Personal

Personal

Personal

Personal

Personal

Personal

Personal

Personal

Personal family reasons

Personal health issues

Personal reasons

Personal reasons

Personal reasons

Personal time issues

Personal, not the right major for me.

Personal: Do not contact for re-enrollment.

Pregnancy. I already have a Masters degree and work full time, but was considering changing careers. I became pregnant after enrolling at OSUIT.

Pursuing other things

Schedule conflict

Scheduling issues for internship. I was offered an internship for the City of Tulsa and was told that I'd be working for free because of their budget. As much as I'd love to work for the City, I can't support my family on that. I really wish for IT guys there was a way around this.

School and my job interfered with each other and I was unable to attend.

Started to work a full time job, took a full time schedule and am trying to save my GPA.

Student did not meet the minimum requirements for program entry. The Accuplacer test was taken three times.

Student Financial Aid suspended, appeal denied. I can not afford college without, so taking time off to get my finances in order.

Surgery

Surgery

Switched to OSU-OKC

Switched to OSU-OKC

Taking summer off for externship

Temporarily not living at home due to split with fiancée

The classes need online are full and enrolling closer to home.

The completion of my A.A.S. afforded me a convenient juncture for transferring into another program closer to my interests.

To be closer to home and new degree interest.

Too busy with work and family right now to be able to complete classes.

Too expensive

Too many credit hours at high school to do online OSUIT & Vo-Tech

Training at work this semester. Will start again in the fall.

Transfer

Transfer to another college

Transferred to TCC

Transferring

Transferring school's

Transferring to Connors for Early Childhood Development

Transferring to different college

Transferring to NSU

Transportation issues

Trying to enlist in the military.

Tuition is too expensive

Unable to attend class due to transportation issues

Unable to attend due to finances.

Unable to attend due to the lack of funds.

Unable to financially attend this semester.

Unable to keep up with class work

Unable work kids into school schedule.

Unhappy with college, wanting to pursue something different.

VA funding issues

vacations and family planned events with no internet access.

Wanting to try a different university

Was in a car accident & was not able to get class, was very sore and on pain meds.

Was not aware that I actually enrolled in the classes. I thought that we were going over the classes I needed to take should I enroll.

Was not prepared for college causing emotional and health problems

Wasn't able to find internship

Wasn't the path I wanted to take. Wasn't the right thing for me.

Went back to work

Will be going to a different college.

Will not be attending OSUIT; choosing to pursue a different career path.

Work

Work

Work / travel expense

Work conflict

Work conflict and have to go out of state.

Work conflicting schedule

Work is interfering with class.

Work is interfering with school.

Work reason: I lost my job, so I'm looking for another job that will let me go to school and work.

Work schedule conflict

Work will not work with school schedule, financial aid problems.

Work/school scheduling conflict

Work/school scheduling conflict

Working

Appendix C:  
Four-Year Comparison Tables and Graphs  
2014-2015 through 2017-2018

<b>Q3. Are you receiving veteran/military education benefits?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	2.3%	2.7%	4.9%	5.7%	
No	76.9%	84.9%	82.1%	86.2%	
(Did not answer)	20.8%	12.4%	13.0%	8.1%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q6. Semester</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Summer	0.6%	37.2%	14.8%	26.0%	
Fall	61.3%	37.2%	43.9%	54.5%	
Spring	35.8%	20.5%	40.8%	19.5%	
(Did not answer)	2.3%	5.0%	0.4%	0.0%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q9. Do you plan to return to OSUIT?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	54.9%	53.9%	63.6%	48.4%	
No	33.0%	36.8%	36.4%	46.7%	
(Did not answer)	12.1%	9.3%	1.4%	4.9%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q11. FOR OFFICE USE ONLY</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Cancel	37.0%	35.3%	48.9%	58.5%	
Withdrawal	57.8%	63.6%	48.9%	37.0%	
(Did not answer)	5.2%	1.2%	2.2%	4.5%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q12. What type of school did you attend prior to entering OSUIT?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
None/GED	5.1%	4.7%	4.0%	3.3%	
High School	40.1%	55.0%	48.9%	49.2%	
Technical School	5.5%	8.5%	9.0%	12.2%	
Two-year College	14.8%	16.7%	23.0%	17.5%	
Four-year College	8.8%	7.8%	8.1%	12.6%	
Graduate/Professional College	1.4%	1.2%	2.2%	2.0%	
Other (please specify)	2.3%	2.7%	2.7%	2.0%	
(Did not answer)	22.1%	3.5%	2.0%	1.2%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q13. Do you plan to re-enroll at OSUIT?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	35.8%	41.5%	52.9%	39.8%	
No	21.4%	27.1%	24.2%	30.9%	
Undecided	17.3%	22.1%	22.0%	27.6%	
(Did not answer)	25.4%	9.3%	1.0%	1.6%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q14. When you first came to OSUIT, were you planning to graduate?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	66.8%	77.1%	83.9%	85.0%	
No	3.2%	5.4%	4.0%	4.9%	
Undecided	6.9%	7.4%	10.8%	8.9%	
(Did not answer)	23.0%	10.1%	1.0%	1.2%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q15. Why did you leave? (Mark all that apply.)</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
(Did not answer)	12.3%	4.3%	0.6%	0.0%	
Academic suspension	1.0%	0.0%	0.4%	0.5%	
Accepted full-time job	3.2%	4.5%	6.0%	8.6%	
Conflict between job and school	4.2%	5.4%	6.4%	10.5%	
Could not find a job on campus	0.3%	0.4%	0.4%	0.0%	
Coursework was not challenging	0.6%	0.4%	0.2%	0.5%	
Coursework was too difficult	1.3%	1.9%	2.1%	6.4%	
Did not budget correctly	3.6%	3.9%	2.9%	7.3%	
Family reasons	8.8%	10.7%	9.3%	17.7%	
Financial reasons	11.7%	7.9%	10.0%	19.1%	
Financial suspension	1.6%	1.5%	1.9%	5.9%	
Health reasons	3.9%	4.1%	6.0%	9.1%	
Home sick	1.0%	1.1%	0.4%	4.6%	
Housing/roommate issues	1.6%	0.8%	0.6%	0.9%	
Lack of financial aid	5.5%	3.9%	4.8%	8.2%	
Lack of quality of instruction	0.0%	1.3%	1.0%	0.9%	
Lack of study skills needed	0.6%	1.3%	1.9%	2.7%	
Learned all I wanted to learn at this time	0.6%	0.6%	0.2%	2.3%	
Major not offered at OSUIT	1.0%	1.7%	2.7%	1.4%	
Moving/relocation	4.2%	4.3%	3.7%	9.1%	
My job does not require more college	0.6%	0.2%	0.4%	0.9%	
Other (please specify)	7.8%	11.1%	8.7%	20.5%	
Scheduling issues	1.6%	3.0%	3.3%	13.2%	
Taking a break from school	3.6%	5.8%	3.9%	13.2%	
Too many requirements	0.6%	0.9%	0.0%	0.9%	

<b>Q15. Why did you leave? (Mark all that apply; continued)</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Transfer to another college	3.6%	4.7%	4.2%	14.1%	
Transportation issues	2.6%	3.4%	2.9%	4.1%	
Uncertain about the value of education	1.0%	0.6%	0.2%	2.7%	
Unfriendly faculty and staff	0.3%	0.8%	1.2%	0.5%	
Unhappy with grades	4.2%	4.3%	4.2%	6.4%	
Unsatisfied with course content	1.3%	1.3%	1.2%	4.1%	
Work	5.5%	3.9%	8.1%	21.8%	
<b>Percentage of Responses</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	

Note: Multiple answers per participant possible. Percentages total to 100% of responses provided.

<b>Q16. Did you use any of the Tutoring Services at the LASSO Center?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	11.0%	16.3%	9.9%	12.2%	
No	59.5%	73.3%	88.8%	85.4%	
(Did not answer)	29.5%	10.5%	93.0%	2.4%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q17. Why didn't you use the Tutoring Services?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Did not need tutoring	26.6%	31.0%	33.6%	33.7%	
Did not know about tutoring	2.3%	1.9%	4.9%	3.3%	
Could not meet... during available time	5.2%	6.6%	10.3%	4.5%	
Other (please specify)	6.4%	8.5%	9.4%	13.0%	
(Did not answer)	61.3%	52.3%	58.3%	47.6%	
<b>Cumulative Percent</b>	<b>101.7%</b>	<b>100.4%</b>	<b>116.6%</b>	<b>102.0%</b>	

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

<b>Q18. Did you use any of the Counseling Services?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	6.4%	8.9%	9.9%	7.3%	
No	65.3%	80.2%	88.3%	89.4%	
(Did not answer)	28.3%	10.9%	1.8%	3.3%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q19. Why didn't you use the Counseling Services?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Did not need counseling	34.7%	43.4%	43.0%	41.1%	
Did not know about counselor	4.0%	2.3%	5.8%	2.4%	
Could not meet... during available time	1.2%	2.3%	3.1%	1.2%	
Other (please specify)	3.5%	4.3%	3.6%	7.3%	
(Did not answer)	56.6%	48.4%	44.8%	48.0%	
<b>Cumulative Percent</b>	<b>100.0%</b>	<b>100.8%</b>	<b>100.4%</b>	<b>100.0%</b>	

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

<b>Q20. Did you talk to your Academic Advisor about withdrawing?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	20.8%	40.7%	37.7%	35.0%	
No	50.3%	44.6%	58.7%	58.1%	
(Did not answer)	28.9%	14.7%	3.6%	6.9%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	

<b>Q21. Why didn't you talk to your Academic Advisor?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Did not need advising	21.4%	23.3%	25.6%	23.2%	
Did not know about advisor	5.2%	3.1%	4.5%	3.7%	
Could not meet... during available hours	2.9%	2.7%	4.9%	4.5%	
Other (please specify)	5.8%	3.5%	6.3%	6.9%	
(Did not answer)	64.7%	68.2%	60.1%	62.6%	
<b>Cumulative Percent</b>	<b>100.0%</b>	<b>100.8%</b>	<b>101.3%</b>	<b>100.8%</b>	

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

<b>Q22. Did you talk to a Financial Aid Counselor?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Yes	23.1%	33.3%	32.7%	29.3%	
No	47.4%	51.9%	59.2%	64.2%	
(Did not answer)	29.5%	14.7%	8.1%	6.5%	
<b>Total Responses</b>	<b>173</b>	<b>258</b>	<b>223</b>	<b>246</b>	



<b>Q23. Why didn't you talk to a Financial Aid Counselor?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
Did not receive financial aid	14.5%	13.6%	19.3%	19.9%	
Did not know about financial aid	3.5%	2.3%	1.8%	1.2%	
Could not meet... during available hours	3.5%	5.4%	4.5%	8.9%	
Other (please specify)	8.1%	5.8%	9.9%	11.4%	
(Did not answer)	71.1%	72.9%	65.0%	59.3%	
<b>Cumulative Percent</b>	<b>100.6%</b>	<b>100.0%</b>	<b>100.4%</b>	<b>100.8%</b>	

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

<b>Q24. How could we have helped you stay in school?</b>					
<b>Responses</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>	
More scholarships	8.7%	15.5%	11.2%	9.3%	
Increase tutoring hours	1.7%	1.2%	6.3%	8.5%	
More online courses	2.9%	3.9%	0.9%	1.2%	
Additional flexible schedules	8.1%	8.9%	1.3%	0.4%	
More counseling services	0.6%	1.6%	13.9%	13.4%	
Other (please specify)	31.8%	25.2%	32.3%	35.8%	
(Did not answer)	48.6%	51.2%	42.6%	38.6%	
<b>Cumulative Percent</b>	<b>102.3%</b>	<b>107.4%</b>	<b>108.5%</b>	<b>107.3%</b>	

Multiple answers per participant possible. Percentages added may exceed 100 since a participant may select more than one answer for this question.

Appendix D:  
Student Withdrawal Request form



Institute of Technology

# Student Withdrawal Request

*Print or Type All Information*

The official date of withdrawal is the last date of class attendance.

Refunds and grades will be determined by this date in accordance with OSUIT withdrawal policy.

**NOTE: A withdrawal may require returning Financial Aid, thus creating a student account bill.**

Name \_\_\_\_\_ CWID \_\_\_\_\_ Date \_\_\_\_\_

Are you receiving veteran/military education benefits?     Yes     No    IF YES, Veteran Coordinator Initials \_\_\_\_\_

Program of Study \_\_\_\_\_ Sem \_\_\_\_\_      Last Day of Class Attendance \_\_\_\_\_

Reason for Withdrawal: \_\_\_\_\_

**Forwarding Information:**

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

County \_\_\_\_\_ Phone Number \_\_\_\_\_ Alt Phone Number \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Email Address \_\_\_\_\_

Do you plan to return to OSUIT?     Yes     No    When? \_\_\_\_\_

**It is advised that all students contact the following department(s) prior to withdrawal from school.**

Comments / Signatures from Advisors:

<b>Academic Department / Advisor</b>	
<b>Bursar's Office / Cashier's Office</b>	
<b>Student Financial Services</b>	
<b>Residential Life (on-campus students only)</b>	

**Have you contacted the above departments?**     Yes     No, I accept all responsibilities for my withdrawal.

**I accept any and all academic and financial consequences of my withdrawal from OSUIT.**

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

**Withdrawal** (student has attended)

**Cancel** (Student has never attended)

**University Appeals Committee:**

Processed \_\_\_\_\_

Date \_\_\_\_\_

(Please complete reverse side)

*revised 4.16.14*



## Student Withdrawal Request, Continued

Please complete this survey regarding why you are leaving OSUIT. Your response is important and always kept private and confidential. Your responses, combined with other responses, help us improve student services. Contact Michelle Canan, Director of Institutional Research, with questions on survey at [michelle.canan@okstate.edu](mailto:michelle.canan@okstate.edu).

What type of school did you attend prior to entering OSUIT? (Select one option)

- None/GED     Technical School     4-Year College     Other (please specify):  
 High School     2-Year College     Graduate/Professional College

Do you plan to re-enroll at OSUIT? (Select one option)

- Yes     No     Undecided

When you first came to OSUIT, were you planning to graduate? (Select one option)

- Yes     No     Undecided

Why are you leaving? (Select ALL that apply)

- |  |  |   |
|--|--|---|
| <input type="radio"/> Lack of quality instruction  | <input type="radio"/> Coursework was not challenging             | <input type="radio"/> Academic suspension   |
| <input type="radio"/> Lack of study skills needed  | <input type="radio"/> Coursework was too difficult               | <input type="radio"/> Scheduling issues     |
| <input type="radio"/> Major not offered at OSUIT   | <input type="radio"/> Unsatisfied with course content            | <input type="radio"/> Too many requirements |
| <input type="radio"/> Unfriendly faculty and staff | <input type="radio"/> Could not find a job on campus             | <input type="radio"/> Financial reasons     |
| <input type="radio"/> Did not budget correctly     | <input type="radio"/> My job does not require more college       | <input type="radio"/> Financial suspension  |
| <input type="radio"/> Housing/roommate issues      | <input type="radio"/> Conflict between job and school            | <input type="radio"/> Family reasons        |
| <input type="radio"/> Transfer to another college  | <input type="radio"/> Taking a break from school                 | <input type="radio"/> Health reasons        |
| <input type="radio"/> Lack of financial aid        | <input type="radio"/> Unhappy with grades                        | <input type="radio"/> Moving/relocation     |
| <input type="radio"/> Accepted full-time job       | <input type="radio"/> Transportation issues                      | <input type="radio"/> Home sick             |
| <input type="radio"/> Other: _____                 | <input type="radio"/> Learned all I wanted to learn at this time | <input type="radio"/> Work                  |
| <i>(please specify)</i>                            | <input type="radio"/> Uncertain about the value of an education  |   |

Did you use any of the Tutoring Services at the LASSO Center? (Select one)

- Yes     No    IF No, why didn't you use Tutoring Services? (Select All that apply)  
 Did not need tutoring     Could not meet with tutor during available time  
 Did not know about tutoring     Other: (Specify) \_\_\_\_\_

Did you use any of the Counseling Services? (Select one)

- Yes     No    IF No, why didn't you use the Counseling Services: (Select All that apply)  
 Did not need counseling     Could not meet counselor during available time  
 Did not know about counselor     Other: (Specify) \_\_\_\_\_

Did you talk to your Academic Advisor about withdrawing? (Select one)

- Yes     No    IF No, why didn't you talk to your Academic Advisor? (Select All that apply)  
 Did not need advising     Could not meet advisor during available hours  
 Did not know about advisor     Other: (Specify) \_\_\_\_\_

Did you talk to a Financial Aid Counselor? (Select one)

- Yes     No    IF No, why didn't you talk to a Financial Aid Counselor? (Select All that apply)  
 Did not receive Financial Aid     Could not meet with Fin. Aid during available hours  
 Did not know about Fin. Aid     Other: (Specify) \_\_\_\_\_

How could we have helped you stay in school?

- More scholarships     Increase tutoring hours     Additional flexible schedules  
 More online courses     More counseling services     Other: \_\_\_\_\_

Any comments about the services offered at OSUIT?

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Do you have any other comments/suggestions to help OSUIT improve services to students? Any suggestions about additional services beneficial to OSUIT students?

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(Please complete reverse side)