Notice of Resignation

I, _____, voluntarily resign from my position as

- o Student Worker
- o Graduate Assistant - Teaching
- o Graduate Assistant – Research
- o Graduate Assistant – Non-Teaching

from Texas A&M University–Kingsville effective ___/___/___ for the reason indicated below:

- o Graduating
- o Transferring to another department
- o Moving
- o Not Enrolled
- o Won't be here for summer
- o Other

List other reason:_____

_____   _____   _____
Signature   Date   Department

Received by: _____   Date: _____

Please be sure to upload the resignation letter to the termination process in Workday.