



Withdrawal/Drop Checklist for Riverland Community College

Before You Withdraw or Drop All Your Classes...

- Discuss with your faculty advisor or make an appointment with a counselor.**
 - Linda Balk (AL) 507-379-3322 lbalk@riverland.edu
 - Maryann Bush (AW) 507-433-0698 mbush@riverland.edu
 - Jeanne Poppe (AE) 507-433-0518 jpoppe@riverland.edu
 - Stephanie Shea (OW) 507-455-5881 sshea@riverland.edu

- Review the tuition refund schedule in the Student Handbook or the web site.**

- Check with Financial Aid about possible aid adjustments and refunds, your student loans, and work study. Contact the Financial Aid Department to answer your questions.**
 - Patty Hemann (AE) 507-433-0816 [phemann@riverland.edu](mailto:phe mann@riverland.edu)
 - Judy Robeck (AW) 507-433-0511 jrobeck@riverland.edu
 - Juliana Sammon (OW) 507-455-5881 jsammon@riverland.edu
 - Linda Wasmoen (AL) 507-379-3323 lwasmoen@riverland.edu
 - Annette Huffman (AW) 507-433-014 ahuffman@riverland.edu

- Check your tuition account on the web or visit with the Business Office.**
 - Brad Doss (AE) 507-433-0523 bdoss@riverland.edu
 - Julie Stadheim (AE) 507-433-0522 jstadheim@riverland.edu
 - Mary Peterson (AE) 507-433-0664 mpeterso@riverland.edu
 - Karen Richter (AL) 507-379-3371 krichter@riverland.edu
 - Kathy Spinler (OW) 507-455-5881 kspinler@riverland.edu

- Review the book return policy (Student Handbook or the college web site) if you want to return books purchased from the Riverland Bookstore.**
 - Donna Bhend (AE) 507-433-0651 dbhend@riverland.edu
 - Teri Rauenhorst (AL) 507-379-3314 trauenho@riverland.edu
 - Kendra Larson (AE) 507-433-0541 klarson@riverland.edu

- Contact Veteran's Services if you are receiving veteran's benefits.**
 - Sue Jech (AE) 507-433-0610 sjech@riverland.edu
 - Kelly Downey (AE) 507-433-0520 kdowney@riverland.edu

(OVER)

- **Contact the College Library to return library books and pay book fines.**
 - Jeannie Kearney (AE) 507-433-0571 jkearney@riverland.edu
 - Kathleen Nelson (AE) 507-433-0533 knelson@riverland.edu
 - Angie Schaper (AL) 507-379-3368 aschaper@riverland.edu
 - Gerry Steene (AL) 507-379-3328 gsteene@riverland.edu

- **To request your official transcripts online, log in to www.riverland.edu and click on “Current Students” or contact:**
 - Charlotte Elvebak (AL) 507-379-3348 celvebak@riverland.edu
 - Juliana Sammon (OW) 507-455-5881 jsammon@riverland.edu
 - Debbie Sauke (AE) 507-433-0811 dsauke@riverland.edu

- **Residential Students...Contact Student Housing**
You’ll need to officially check-out of Housing and turn in your key.
 - Bev Groh 507-434-0484 bgroh@riverland.edu

- **International Students must contact the International Student Advisor.**
 - Melodee Morem (AE) 507-433-0558 mmorem@riverland.edu

- **Student-Athletes must contact your coach.**
 - Susan Hebrink (AE) 507-433-0373 shebrink@riverland.edu
 - Helen Jahr (AE) 507-433-0527 hjahr@riverland.edu
 - Scott Koenigs (AE) 507-433-0804 skoenigs@riverland.edu
 - David Lillemon (AE) 507-433-0543 dlillemo@riverland.edu
 - Dan Swift (AE) 507-433-0600 dswift@riverland.edu

- **If you used services from the Student Success Center (tutoring services and/or other learner accommodations), contact the staff prior to your withdrawal or drop.**
 - Mindi Askelson (AW) 507-433-0659 maskelso@riverland.edu
 - Vicki Fisher (AW) 507-433-0356 vfisher@riverland.edu
 - Sue McCormick (AL) 507-379-3341 smccormi@riverland.edu
 - Sharon Stiehm (AW) 507-433-0646 sstiehm@riverland.edu

- **If you have leased a laptop computer from the college, contact the following people to arrange for its return:**
 - Tom Andrist (AE) 507-433-0810 tandrist@riverland.edu
 - Monica McBee (AL) 507-379-3318 mmcbee@riverland.edu
 - Bill Dowden (AE) 507-433-0521 bdowden@riverland.edu
 - Shane Wrede (OW) 507-455-5881 swrede@riverland.edu
 - Shawn Martin (AE) 507-433-0815 smartin@riverland.edu