

.02 CA Voluntary Withdrawal - Verbal Request

When a budgetary unit verbally requests that benefits be stopped, stop benefits the first month possible allowing for [adequate notice for CA](#). Prior to stopping benefits, explore the reason the withdrawal has been requested and use the appropriate closure code.

Send the [C201 notice](#).

The budgetary unit retains their right to request an [Appeal](#); however, do not continue benefits pending the outcome of the appeal.

ARCHIVED (Valid until 09/21/20)