

## 02.35.10 Medical Withdrawal Policy

**A. Policy Statement:** This policy, with its accompanying procedures, establishes a framework for assisting currently enrolled students who are seeking a voluntary medical withdrawal from classes or who are involuntarily withdrawn from Eastern Oregon University (University) for medical reasons.

**B. Policy Rationale:** This policy is intended to establish clear guidelines for either a voluntary withdrawal from classes or an involuntary withdrawal for medical reasons.

**C. Definitions:** A "Medical Withdrawal" means withdrawal from classes during an academic term necessitated by a student's physical or mental health condition.

### D. Voluntary Withdrawal for Medical or Psychological Reasons

1. A voluntary medical withdrawal may be an appropriate response to a sudden and unexpected incident in a student's life related to that student's physical or mental health that prevents the student from completing the term's work. The student may keep any grades that can be transcribed (courses already completed) at the time of the request. Otherwise, a complete withdrawal from the university for that term will be initiated.

2. A student who requests a voluntary medical withdrawal from the University shall present a recommendation to that effect from a medical doctor or other licensed health care provider to the Director of Student Relations (DSR) or designee.

a. In the event the student is unable to initiate the process, a university representative may do so on the student's behalf.

b. The recommendation should be on the health care provider's letterhead and may include: 1) a general description of the student's condition as it relates to the student's ability or inability to complete University coursework, 2) the approximate date of the onset of the condition, 3) the severity of the condition, and if possible, 4) prognosis for recovery as it relates to the student's ability or inability to attend University courses in the future.

3. The DSR, or designee, will review the recommendations provided and consult with appropriate University health care providers if necessary. The DSR, or designee, will then make a determination about the student's request and notify the student. The decision of the DSR is final.

4. Requests for a voluntary medical or psychological withdrawal cannot be submitted after the end of the term unless express approval is given from both teaching faculty and college dean(s). Such requests must be completed within one year of the term in question.

5. If a student is to be withdrawn from the University, the DSR, or designee, will instruct the Registrar to withdraw the student immediately and the Bursar, or designee, to initiate the appropriate tuition and fee refund, if any are applicable.

#### **E. Involuntary Withdrawal for Medical or Psychological Reasons**

1. To protect the health and safety of all members of the University community and to ensure an optimal learning and teaching environment, it may become necessary to withdraw a student on an involuntary basis. In cases related to involuntary withdrawal for medical or psychological reasons, an individualized assessment of the student will be made that includes observations of actions related to safety and behavioral issues.

2. The assessment will include consultation with qualified healthcare professionals who will assist in the judgment of risk of substantial harm to others. A determination will be made as to whether or not there is a reasonable way to accommodate the student that decreases the safety risk and/or to ensure compliance with University policies.

3. The student will be afforded the opportunity to either meet with the Vice President for Student Affairs, or designee, or be provided written communication that presents the student's case before the final decision is made.

#### **F. Resumption of Student Status**

1. Prior to returning to or enrolling at the University, a student who has been withdrawn may be required by the DSR to submit a written plan that identifies how the student will resume their status at the University.

2. The plan must respond to the condition that gave rise to the need for the student's withdrawal (i.e., need for ongoing medical or psychological care, ability to maintain a standard of responsibility and self-care; ability to assume class participation). If the student will reside in the residence halls, the plan must also state how the student will transition back into this community.

3. The DSR, in consultation with the Vice President for Student Affairs, Director of Counseling and/or the Student Health Center Clinical Director (if warranted) and/or Director of Residence Life (if warranted), will review the student's plan to determine whether or not the student's request to re-enroll at that time shall be granted or denied. The decision of the DSR is final.

#### **G. Deviations from Established Procedures:**

1. Reasonable deviations from this policy will not invalidate a decision or proceeding unless significant prejudice to a student may result.

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2. DSR, in special circumstances, may at any time during the term use discretion in determining a full or partial withdrawal when necessitated and/or in consultation with the college dean(s).

**H. Review and Revision of Policy:** The Vice President for Student Affairs is responsible for this policy and it will be reviewed at least every three years.

**I. Policy Retention, Access and Copies:**

1. This policy can be accessed on the Student Handbook website (~~www.eou.edu/student-affairs/student-handbook/~~) and the University policy repository.

2. Students, faculty, and staff may also request a copy of this policy in an alternative form from the Office of Student Affairs.

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**Approval History**

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Reviewed by President's Cabinet on \_\_\_\_\_

Adopted into practice on \_\_\_\_\_