

# Petition for Withdrawal Exception

Beyond week 12 (or 80% of any instructional part of a semester), a student who is unable to complete the current semester for reasons beyond their control (such as an emergency medical condition or other extenuating circumstances) may petition for a late withdrawal by completing a Petition for Withdrawal Exception and submitting supporting documentation to the Enrollment Center. The Withdrawal Exception Review Committee meets monthly to review petitions. Submission of a Petition for Withdrawal Exception does not guarantee approval, and a recommendation by the committee to deny a request is final.

A recommendation by the committee to approve a request must also have approval from the appropriate instructor and academic dean. Submission deadline is defined as 30 days after the academic semester for which you are petitioning. Conditions approved under previous withdrawal petitions may not be approved again.