



STUDENT LIFE POLICY

Number/Title: 710 / Involuntary Withdrawal

Covered Individuals: Students

Covered Locations: All locations and modalities

Strategic Plan: SP 1.3

HLC: Criterion 2 E

Consultations: Assistant Vice President for Student Life, Legal Counsel, Director of Counseling, Assistant Dean of Students, Vice President for Academic and Student Affairs, Director of Student Accessibility Services, University Registrar, Director of Financial Aid

Effective Date: October 13, 2021

Date of Latest Revision:

New

Revision Change*

*Anything that is a revision must include the original policy.

PURPOSE

To provide a mechanism to involuntarily withdraw students when deemed in the best interest of the student and/or Upper Iowa University (UIU or University).

DEFINITIONS

Involuntary withdrawal – defined as a withdrawal initiated by the University in the event that a student is mandated to take a temporary break from University studies for one or more sessions, with the opportunity to return in a future session. The student receives the grade of AW for all courses being taken at the time of the involuntary withdrawal.

Voluntary withdrawal – defined as a student-initiated withdrawal; student submits the course withdrawal form and receives the grade of W.

POLICY

UIU reserves the right to involuntarily withdraw a student when deemed necessary.

PROCEDURES

UIU will not impose an involuntary withdrawal based on mere speculation, stereotypes, or generalizations about individuals with disabilities. An involuntary withdrawal can be imposed in circumstances in which a student:

- significantly disrupts the educational or other activities of the University community;
- is unable to participate meaningfully in educational activities; or
- requires a level of care from the University community that exceeds the resources and staffing that the University can reasonably be expected to provide for the student's well-being.

The University provides a range of services through its counseling, accessibility, and safety personnel to address students' physical and mental health and safety needs. There may be times, however, when the University does not have the resources or support services necessary to provide the support a student needs. In such circumstances, the Behavioral Intervention Team (BIT) will meet to discuss strategies for supporting the student and ensuring the health and safety of the student and campus. Should the BIT determine that the University does not have the resources or support services necessary to provide the support a student needs, the University will encourage the student to take a voluntary withdrawal. If the student declines a voluntary withdrawal, the Vice President for Academic and Student Affairs (VPASA), the Assistant Vice President for Student Life (AVP), and the Director of Counseling, after consultation with the BIT, have discretion and authority to impose an involuntary withdrawal. Consultation with the student's advisor during this process is also recommended. Before placing any student with a disability on an involuntary withdrawal, the AVP/BIT will consult with the Office of Student Accessibility Services to do an individualized assessment and determine if there are reasonable accommodations that would permit the student to remain enrolled. In addition, the AVP will consult with the University Registrar and the Director of Financial Aid to review student grade and financial aid impact.

When an involuntary withdrawal is imposed, the VPASA, the AVP, and the Director of Counseling will determine the minimum duration of the withdrawal and provide the student with information regarding return to the University. The AVP will communicate with the University Registrar and the Director of Financial Aid on the status of the student. The student will be prorated their financial aid depending on the time of withdrawal. The student may need to meet certain conditions to return to the University.

The student will receive a letter informing them of their involuntary withdrawal, the conditions for return, information about their grades and financial aid for the remainder of the session and/or semester, as well as the procedures for return. The student will sign a receipt of the letter. The letter and receipt will be saved in the student's file. A copy of the letter will be forwarded to the University Registrar.

RULES, PROCEDURES, GUIDELINES, FORMS, AND OTHER RELATED RESOURCES

N/A

CONTACTS

Acting as the policy owner, the AVP is responsible for answering questions regarding the application of this policy.

SANCTIONS

N/A

HISTORY

- September, 2021 – The AVP presented this new policy to the University Policy Committee (UPC) for review, and several meetings and consultations followed.

- September 27, 2021 – After further changes, the UPC voted in favor of recommending the policy to the President’s Counsel.
- October 13, 2021 – The President’s Council recommended the policy to the President, and President Duffy approved it.

RELATED DOCUMENTS, FORMS, AND POLICIES

May include but not be limited to prior conduct violations according to the Student Code of Conduct.

Revision History

Revision Number:	Revision Date:	Revision Change
N/A		

Vice President for Academic and Student Affairs Approval:

Signature:	Name:	Date:
	Douglas L. Binsfeld	