Medical Leave Timeline



When students are making decisions about medical leave, timing matters. Timing affects the process of how students pursue a withdrawal and medical leave distinction, how the withdrawal is noted on an official transcript, and the result a refund review may yield. Students should review the steps and policy associated with withdrawing from the university.

No Medical Leave Request Needed	Current Term Medical Leave		Retroactive Medical Leave	
Class Begins Date	Last Date to Drop with a Refund	Last Date to Drop with no Grade Reported	Class Ends Date	ML Request Window Closes one year from the end of the request term
Students may withdraw themselves. Courses withdrawn will not appear on the official transcript. Subject to a refund according to the refund policy.	The request v	After the Last Date to Drop with no Grade Reported, students may initiate a withdrawal through their college contact. Courses withdrawn during this period will either appear with no grade or W grade determined by the last date of attendance for the course. the medical leave process via OSSA. will be subject to the Class Tuition and Fees Refund Policy.	If approved, OS: from the requeste Courses withdraw appear with no go by the last date of Faculty will be last date of attentanscript nota The reque Medical	st a medical leave via OSSA. SA will initiate the withdrawal and term on the student's behalf. In during this period will either grade or W grade determined of attendance per the instructor. I consulted to determine the adance and the corresponding tion (no grade or W grade). I will be subject to the Withdrawal Policy for a and Fees Refund Policy.

The specific dates for a given semester can be found in the Academic Calendar. Note that in the case of a semester with dynamically dated courses, students should verify appropriate dates in their student information system.

During time frames in which students may withdraw themselves, students can do so using the online enrollment system or in person at the Office of the Registrar. If students need to initiate the withdrawal through their college, they should determine their specific contact.

Still have questions? Contact OSSA

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