WITHDRAWAL FROM THE UNIVERSITY

A graduate student may withdraw from the University (i.e., withdraw from all courses in the semester), either for non-medical or medical reasons, as long as this is done prior to the last day of classes. The first thing a student considering withdrawal should do is to consult with his or her academic advisor.

It is the student’s responsibility to initiate a withdrawal through myBama and provide the information necessary to complete the withdrawal process. Academic bankruptcy (described in the Undergraduate Catalog) is not available to graduate students.

Withdrawal from the University requires approval from the Office of the University Registrar (206 Student Services Center) and Dean of the Graduate School.

After the first week of a semester, the fact and date of a withdrawal from the University will be noted on the student’s permanent record. After the tenth week, the student’s academic status at the time of withdrawal will be noted on the record with a “W” for courses passing and an “F” for courses failing.

For a medical withdrawal, the student must contact University Health Service. A medical withdrawal cannot be granted if the graduate student has taken any finals or their equivalent (final papers, final projects, or similar assignments) for the semester for which a withdrawal is being requested. The procedures for a medical withdrawal are available by contacting University Health Service (348-6262).

The University’s withdrawal policies can be found on the Student Receivables site.

For the different types of withdrawal, the process to initiate each one, and its impact on academic records, go to the University main web pages regarding withdrawal.

Information about the impact of withdrawal on students receiving federal financial aid can be found on the Student Accounts website.

Details concerning the impact of withdrawal on institutional and non-Institutional (non-Federal only) loans and scholarships if no federal aid is involved are on the Student Accounts website.