

**MEDICAL WITHDRAWAL FROM THE UNIVERSITY**

A student may initiate a Medical Withdrawal from the University by contacting the Registrar's Office in the Timme Center for Student Services. A Medical Withdrawal results in a student being withdrawn from all classes for either a part of a term/session or full semester. Medical Withdrawals will result in the grade of "MW."

If a Medical Withdrawal is initiated after the end of a semester, or if a student is attempting to change an Academic Withdrawal to a Medical Withdrawal, all required forms and medical documentation must be submitted to the Birkam Health Center no later than January 1 of the following year for Fall Semester, June 1 of the same year for Spring Semester, or September 1 of the same year for Summer Semester.

Grades awarded for part of a term/session courses completed on or before the effective Medical Withdrawal date will remain as assigned and credit will be given for those courses. Examples would be courses in session A, or session B. Within the part of term/session, the Medical Withdrawal is effective when the student is/was no longer able to attend classes due to documented medical reasons. Upon receipt of all required documentation as described in the Medical Withdrawal Packet, (specifically, the Request to Withdraw from Ferris State University for Health Reasons form and the required documentation), the Birkam Health Center will submit a Medical Withdrawal to the Registrar's Office.

Students who receive a Medical Withdrawal effective fall or spring semester, and wish to return to the University, must reapply for admission and financial aid. The Birkam Health Center will place a "Medical Hold" on the student's record, preventing the student from registering for future semesters, until the hold is cleared by the Birkam Health Center as explained in the Medical Withdrawal Packet (specifically, the student needs to fill out the Request to Lift Registration Hold after a Medical Withdrawal form and provide the required documentation). Summer semester Medical Withdrawals may or may not affect a student's fall class schedule or financial aid as the student is not required to reapply for admission.

The withdrawal process is the responsibility of the student and will be initiated by the Registrar's Office. The Dean of Enrollment Services will review exceptions to all withdrawal policies. To remain in compliance with federal regulations, the University may change withdrawal policies without prior notification.