

UNIVERSITY MEDICAL WITHDRAWAL POLICY

OVERVIEW

This policy outlines the procedures and criteria for both voluntary and involuntary medical withdrawals from the University. The goal is to support student well-being while maintaining a safe and academically focused campus environment. These processes are designed to be fair, individualized, and consistent with University regulations and state and federal disability law, including the ADA and Section 504 of the Rehabilitation Act.

I. STUDENT-INITIATED MEDICAL WITHDRAWAL

A. ELIGIBILITY

Students may request a medical withdrawal from the University when experiencing a physical or mental health condition that presents a direct and substantial risk of harm to self or others or that significantly impairs academic functioning. All medical withdrawals must be initiated by submitting a request through the Dean of Students Office.

B. SUBMISSION PROCESS

Students may initiate the medical withdrawal process by completing a "Get Help Form," or by contacting the Center for Support and Intervention via email, phone or in person:

EMAIL: CSI@uky.edu | **PHONE:** (859) 257 3755 | **ADDRESS:** Frazee Hall, 3rd Floor

C. TIMING

Requests should be submitted as soon as possible and must be received prior to the last day of classes in the semester for which the withdrawal is requested. If for any reason, a student is unable to complete the request prior to the last day of school, they must move forward with a retroactive request, which is processed through the 'Retroactive Withdrawal Appeals' process.

D. REQUIRED DOCUMENTATION

To be considered for a medical withdrawal, students must meet with a CSI staff member and provide the following required documents:

1. A letter from a licensed medical or mental health provider;
 - Evidence of a significant and extended/ongoing or permanent mental or physical condition, hospitalization or treatment;
 - A personal statement explaining the circumstances necessitating the medical withdrawal and, if known, the anticipated return date.

E. IMPACT ON ACADEMICS

Approved withdrawals result in "W" grades and may impact academic progress, financial aid, and housing. Students will receive support in consulting with academic advisors, financial aid, and housing prior to completing a request. However, it is ultimately the student's responsibility to determine the impact of a medical withdrawal on their overall matriculation.

F. IMPACT ON TUITION, SCHOLARSHIPS, AND ASSOCIATED FEES

Approved withdrawals result in a full tuition refund for the semester for which W grades are awarded, and housing and dining contracts can be cancelled with no fee, and refunds will be provided on a prorated basis. Medical withdrawal approval will also be forwarded to the applicable University Scholarship Appeals Committee (SAC) or relevant graduate appeals committee. The SAC is the decision-making body as it pertains to any reimbursement of a University scholarship.

G. REENROLLMENT

If the request for medical withdrawal is approved, the student is permitted to request reenrollment. The requirements, process, and timeline for reenrollment is dependent on the student's respective program, classification, and duration of the medical leave. In any case, Students are required to submit documentation of readiness to return to CSI. CSI will coordinate a meeting, prior to the student being permitted to register for classes.

II. INVOLUNTARY MEDICAL WITHDRAWAL

A. CONDITIONS REQUIRED FOR INVOLUNTARY WITHDRAWAL

In rare and exceptional circumstances, the University may consider initiating an involuntary medical withdrawal (IMW). The decision is not based on a belief that withdrawal is in the student's "best interest," but rather on a specific, individualized assessment of serious risk or functional inability that cannot be addressed by any other means.

Prior to the initiation of an IMW, all of the following standards must be met:

1. The student is experiencing a serious physical or mental health condition that results in either:
 - A direct and substantial risk of harm to self-and/or others
 - An inability to meet the essential requirements of being a student
2. The relevant college/department has provided supportive documentation of prior attempts to engage the student through appropriate support services (e.g., Disability Services, case management, academic flexibility), and of why those supports have been unsuccessful or declined.

3. In addition, one or more of these conditions must apply:

- The student has declined or is unable to engage in a voluntary medical withdrawal.
- The student has declined or is unable to engage with University support services, or the condition cannot be effectively managed through available services.
- There is a pattern of behavior characterized by sustained, significant impairment across multiple areas of functioning, rather than transient distress or isolated behaviors, and the condition meaningfully disrupts the student's ability to safely and consistently participate in the academic and residential environment.

B. INVOLUNTARY MEDICAL COMMITTEE

The Involuntary Medical Withdrawal Committee (IMW) is a subset of the COC team, appointed by the Chair, and includes six voting members. At minimum, the following roles (or designees) will serve:

- Dean of Students
- Director of the Disability Resource Center
- Clinical leader (e.g., Director of University Health Service or Mental Health Services), case dependent
- Academic Ombud
- Director of the Center for Support and Intervention (CSI)
- Director of Student Conduct

A representative from General Counsel will serve in a non-voting advisory capacity.

C. IMW PROCESS

1. Referral

Students presenting as a possible Direct Threat or exhibiting Significant Functional Impairment are referred to the Community of Concern (CoC) Team (UK's Behavioral Intervention Team) for initial review.

2. Information Gathering

The CoC Team will gather relevant information and consult with appropriate campus partners (e.g., Disability Resource Center, Academic Ombud, CSI, Housing, TRACS, etc.) to assess the nature and urgency of the concern.

3. Written Notice

If determined necessary, the CoC Team will issue written notice to the student stating that an Involuntary Medical Withdrawal (IMW) is under consideration. This notice will include:

- The specific concerns or behaviors prompting the review
- Any prior requests to participate in an individualized assessment (case specific)
- Contact information for campus support offices (e.g., Center for Support and Intervention, TRACS)
- Timelines for response and participation
- A copy of this policy and applicable rights information
- A summary of any proposed interventions or next steps under consideration
- Detailed information on voluntary withdrawal options available and the student's right to voluntarily withdraw ahead of the IMW decision
- Within five (5) days, the student will be invited to provide a response to the Notice, including any additional documentation or context they believe to be relevant. The student is not required to authorize the release of relevant medical or mental health records. A decision to decline the release of such records will not, by itself, result in an IMW; however, it may limit the completeness of the University's review.

4. Referral to IMW Committee

The COC will determine if an IMW is necessary, and if so, the IMW will convene to further assess the need, the considerations will include but are not limited to:

- Results from a formalized risk assessment tool or clinical evaluation (e.g., WAVR-21, law enforcement threat assessment tools, clinical assessments, or other relevant medical documentation), if available;
- Evidence of significant functional impairment across multiple domains, such as academic performance, personal care, and safety. This may include referrals, staff observations, police reports, academic records, and similar documentation;
- Documentation of good-faith efforts by the University to engage the student in voluntary services, accommodations, or other natural supports (e.g., family members, caregivers) to address safety concerns;
- A review of alternative systems or processes in place that may better address the student's behavior or needs, including student conduct procedures, Title IX investigations, lower-level case management, or academic and housing accommodations; and
- The student's response to the initial notice.

- The IMW committee's recommendation is discussed and delivered verbally during the IMW meeting, which the Chair of the COC attends as a member of the Committee. The Chair retains final decision-making authority regarding the IMW. The final recommendation must be documented in writing.

5. Decision

Within seventy-two (72) hours of close of the student's response period, or receipt of the student's response (whichever occurs first), the student will receive a written decision via email outlining:

- Whether the IMW was approved or denied;
- The rationale for the decision;
- Any specific conditions for return; and
- Instructions for the appeal process (see Section D)

D. APPEALS

Students may appeal to an IMW decision by submitting a written appeal within five (5) business days to the Chair of the retroactive active withdrawal committee or their designee.

E. RETURN FROM INVOLUNTARY WITHDRAWAL

- A student seeking to return following an Involuntary Medical Withdrawal must demonstrate compliance with all conditions specified in their decision letter. Documentation or other evidence of compliance must be submitted to the Chair of the COC for review. The Chair, in consultation with the IMW Committee, will determine whether the student has satisfactorily met the required conditions and is eligible for return. If the Chair determines that the student has not met the conditions required for return, reinstatement will be denied and the Involuntary Medical Withdrawal will remain in effect. The student will receive written notification of the decision. Any subsequent request for return must include new or additional information demonstrating compliance with the previously established conditions.
- A student whose request for return is denied may submit a written appeal to the Vice President for Student Affairs (VPSA) or their designee within five (5) business days of the decision. The VPSA or their designee will review the appeal and issue a final determination. The decision of the VPSA or their designee is final.