



Policy Name:	Involuntary Withdrawal and Readmission Policy
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Approving Authority:	Northwest Leadership Team
Responsible Office:	Student Affairs
Category:	Academics and Enrollment

Purpose

The University expects and encourages students to maintain a reasonable concern for the life, health, welfare, safety and property of every member of the University community. This policy outlines the process of involuntarily withdrawing a student when their conduct, actions and/or statements indicate a threat to the life, health, welfare, safety or property of any member of the University community. This policy is not intended to replace the Student Code of Conduct procedures.

Policy

A student may be involuntarily withdrawn from the University if the Behavior Intervention Team (BIT) determines that the student poses a threat to the life, health, welfare, safety or property of any member of the University community by:

- 1) engaging or threatening to engage in behavior which has a high probability of substantial harm to any member of the University community;
- 2) engaging or threatening to engage in behavior which would cause significant property damage or would directly and substantially impede the lawful activities of others;
- 3) engaging or threatening to engage in any behavior in such a manner that it materially and substantially disrupts the functioning of the University; or
- 4) violating any terms of an agreed upon (by both the student and University) Care and Concern Contract.

Students who are involuntarily withdrawn:

- 1) are responsible for all debts and other charges related with the courses,
- 2) not eligible for a tuition refund for the courses,
- 3) receive a “W” grade notation for all courses withdrawn from. The “W” grade does not affect a student’s GPA, and may lose residential status, financial aid eligibility or athletic eligibility depending on academic requirements

Risk Assessment

In accordance with the University’s Student Care and Concern policy, when student behavior indicates a significant life, health, welfare, safety or property concern, the University’s BIT will analyze the nature of the risk and any measures that can be taken to manage the risk, including, involuntary withdrawal. The team will make these determinations as the result of an individualized assessment.

The purpose of the BIT's individualized assessment is to inform decisions about the student's future participation in the University's programs, and to assess the level of risk the student poses to the life, health, welfare, safety or property of the University community. The team will make its assessment based on reasonable judgment that relies on current medical knowledge or best available objective evidence, to ascertain: the nature, duration and severity of the risk, the probability that the potential injury will actually occur, and whether reasonable modifications of policies, practices or procedures, or where applicable, the provision of auxiliary aids and services will mitigate the risk.

The BIT will meet with the student, and the student will have the opportunity to provide documents or other information related to the team's assessment. If the student does not provide information, the University will proceed with the documents or information the University has available, which may include the results of any formal assessments under the Student Care and Concern policy.

If the BIT determines the student poses a risk to the life, health, welfare, safety or property of any member of the University community and the risk cannot be mitigated by modifications, support measures or accommodations, the student may be involuntarily withdrawn.

When the BIT determines that a student will be involuntarily withdrawn, the student will be informed of the decision in writing that includes the reason(s) for the decision, an outline of appeal options, and the requirements a student must meet to be considered for readmission to the University.

Appeals

If the BIT determines that a student will be involuntarily withdrawn, the student may appeal this decision within three (3) days of receipt of the involuntary withdrawal decision letter. The appeal should be made in writing to the vice president of student affairs and based on one or more of the following criteria:

- 1) There is a substantial likelihood that newly discovered information, not available at the time evidence was presented to the BIT, would result in a different decision; or
- 2) The University's decision to involuntarily withdraw the student is disproportionate to the student's behavior.

A hearing committee consisting of three Northwest Leadership Team members or designees will review all documentation and make a decision on the appeal. This decision will be made in a prompt manner in consideration for the surrounding circumstances, and the student will be notified of the decision in writing. The committee's decision is final and binding.

Readmission After Involuntary Withdrawal

An individual seeking readmission to the University after an involuntary withdrawal under this policy must file a written request for readmission to the BIT chair at least 30 days prior to the beginning of the term in which the student wishes to enroll. In order to be considered for readmission, the student must be able to demonstrate that 1) they can participate in the University's programs without posing a threat to the life, health, welfare, safety or property of any member of the University community, 2) they meet all relevant academic requirements for their readmission to the University, 3) they have met any requirements placed on readmission by the BIT, and 4) any holds placed on readmission have been removed.

The University may require as a precondition to the student's return that they provide documentation that they have taken steps to mitigate the previous behavior. The University may request records from the individual and permission to speak to a treating professional. The records and information that will be requested and required are determined on a case-by-case basis depending on what information is necessary to determine whether the student is able to return and fulfill the fundamental requirements of academic and/or residential life. Such information may include, but is not limited

to, the following:

- a) a letter of support from the individual's attending physician or licensed mental health professional that outlines treatments received, support plans and the physician or mental health provider's reasoning for why they believe the individual is not a threat to the life, health, welfare, safety or property of any member of the University community.
- b) a signed Authorization of Release to review the individual's medical records with the attending physician or licensed mental health provider by University officials and medical professionals designated by the BIT.

Once all required information and documentation is received, the BIT will discuss whether or not to grant readmission. The team may grant the individual's readmission, grant the individual's readmission with conditions or deny the readmission. Whether to grant readmission remains solely within the University's discretion. The student will be notified of the readmission decision in writing.

The student may appeal a non-readmission decision of the BIT by submitting a written appeal to the Vice President of Student Affairs within three (3) days of receipt of the team's decision. The Vice President of Student Affairs' decision is final and binding, and the individual will be informed of the decision in writing.