

Withdrawals by University Administration

These policies apply to both undergraduate and graduate students at Leighton University. Suppose the instructor does not confirm that the student is academically engaged in a course by the second week of class. In that case, the person claiming the federal tax deduction, if known, will be notified of the situation.

Suppose the situation is not resolved by the end of the fifth week. In that case, the student will be administratively removed from the class. Be advised that this will have the same effect on financial obligations as a voluntary withdrawal.