

# HERKIMER COUNTY COMMUNITY COLLEGE BOARD POLICY

**TITLE:** Student Medical Withdrawal

**POLICY #:** SA 87-30A

**DATE OF BOARD OF TRUSTEES APPROVAL:** November 21, 1991

**RESOLUTION #:** 87-30, 87-30A, 09-21, 18-22, 19-19, 21-9, 23-13

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**POLICY STATEMENT:** A medical withdrawal is a withdrawal that may be granted retroactively due to a substantiated medical issue for an individual registered student or family member. A statement from a professional medical physician or psychological professional verifying the medical or psychological problem will be required in order for the student to receive this waiver. This documentation must be received by the Registrar's Office and approved by the Chief Academic Officer and Dean of Students/Director of Athletics no later than one academic year following the semester in which the withdrawal occurred.

**BACKGROUND:** This policy was approved by trustee resolution 87-30, which eliminates the situation that would have a student, who has withdrawn from the College for legitimate medical reasons, receive a dismissal notice.

It was amended in 1991 to insure that financial consideration, beyond that given to other types of withdrawal, is given to students facing difficult medical situations. The administration proposed this procedure assuming medical complications beyond student control.

The policy was amended a second time in 2010 to update the title of the Chief Academic Officer in the last sentence of the Policy Statement, and to adjust the language at the end of that same sentence concerning the time frame for receipt of the physician's statement to read "by no later than the beginning of the semester following the semester in which the withdrawal occurred."

The policy was amended in 2018 to align language with the appropriate position title.

The policy was amended again in 2019 for this same reason, and also to correct the position title referenced in the policy, to eliminate certain outdated language regarding financial credits, and to allow additional time for students to submit their verifying statements. Language was again updated in 2020.

This policy was amended in 2024 to remove the statement indicating that Satisfactory Academic Progress does not apply to students who withdraw medically in order to align with Federal Financial Aid regulations, which take into consideration all forms of withdrawals.

**Revised:** 3/3/2010, 3/21/2018, 4/25/2019, 4/15/2020, 4/25/2022, 4/22/2024