

WITHDRAWAL FROM THE UNIVERSITY

Student Withdrawal

An undergraduate student wishing to withdraw voluntarily from the University must first confer with their academic advisor. The student must inform the University in writing of this decision via the Enrollment Status Form. A student is considered enrolled if registered at the census date of the respective semester. After that date, refunds for absence, withdrawal, or dismissal from the University will be made in accordance with the University refund policy. A student must complete the official Enrollment Status Form to be entitled to any refund. Further details about the University refund policy are found in the Financial Information section of this academic catalog.

Administrative Withdrawal

A student will be administratively withdrawn from the institution if they fail to attend all of their courses within a session while also failing to complete the Enrollment Status Form. Additionally, a student who is considered active (not currently on a LOA or Stop Out), but is not enrolled in courses, will be administratively withdrawn if they fail to complete the Enrollment Status Form. The Registrar's Office will notify the student of their administrative withdrawal via Bay Path University email. Once a student is withdrawn from the University, the Student Financial Services Office will be notified and any remaining balance owed to the University must be paid. If a student is receiving financial aid and has taken out loans, Bay Path University is obligated to report their withdrawal to the National Student Clearinghouse. This will initiate repayment of all outstanding student loans. If there is any remaining balance on a student's Bay Path University account, the student will be held responsible. The student must contact Student Financial Services to determine if a remaining balance is owed.