Change of Status Form – Withdrawal

Before completing this form, students should meet with the Dean of Student Engagement and Professional Development, Victoria Ortiz (in person, lower level of the Law School, or by phone at 508-985-1172). An appointment is recommended.

Student Name ____________________________    Student ID#________    Expected Grad. Date _____

I am withdrawing from University of Massachusetts School of Law as of ___________________(date).

Reason(s) for Withdrawal:

☐ Personal      ☐ Financial      ☐ Medical      ☐ Military      ☐ Other ____________________

☐ Transferring to Another Law School ______________________

*Signature_________________________________________    Date __________

*By signing above, I acknowledge that I have read this form and am requesting to withdraw from the University of Massachusetts School of Law-Dartmouth. I understand that this request has not been approved until the Dean of Students or Associate Dean has signed this document. I also understand that if I have an outstanding financial obligation, I remain responsible for payment deadline(s) regardless of whether I am enrolled at the time of the deadline.

Law Enrollment Center:

☐ Full Time    ☐ Part Time Day    ☐ Part Time Weekend

Credits________   CGPA________   Last Date of Class Attendance________________________

Date School determined student withdrew______________    Initial ______________    Date______________

Withdrawal Eligibility:

☐ Good Standing    ☐ Supervision

Approval:

Dean of Students Signature ___________________________    Date __________

☐ Probation    ☐ more than one withdrawal

Approval:

Associate Dean Signature ___________________________    Date __________

Withdrawal without Prejudice ___________ (requires prior written approval)    Withdrawal with Prejudice ___________

Conditions of Readmission: ________________________________________________________________

Cc: Student, Student File, University Registrar

OVER PLEASE
**Important Information**

**Meet with the Dean of Student Engagement and Professional Development to discuss your withdrawal.**

Refer to the University of Massachusetts School of Law-Dartmouth Student Handbook at http://www.umassd.edu/law/students/lawenrollmentcenter/studentformsandhandbooks

A student in good standing may voluntarily withdraw from the school. Voluntary withdrawal is allowed only once and is subject to the rule regarding the maximum period allowed between admission and graduation. A student who voluntarily withdraws from the school may apply for re-admission, but is subject to the re-admission process.

A student (1) who is not in good standing or (2) who is in good standing and seeks to withdraw from the school more than once will be referred to the associate dean. Such a student may withdraw without prejudice only with the prior written approval of the associate dean. Such students may apply for re-admission, but are subject to the re-admission procedures. If a withdrawal without prejudice is approved, the associate dean shall set forth terms of the student's re-admission. If the student fails to conform to the terms of re-admission, the withdrawal automatically converts into a dismissal from the school with prejudice.

If a student attempts to withdraw after the examination period has begun but before taking any examination, the withdrawal will take effect immediately, and no grades will appear on the student's transcript for the current semester. If a student attempts to withdraw after taking at least one examination, the withdrawal will not take effect until all of the student's grades are posted for the current semester. If the posted grades trigger an academic dismissal under section 22 of the UMass Law student handbook, the student is ineligible to withdraw from the law school, and the academic dismissal takes effect.

*The Following Departments may be affected by your withdrawal from the school:*

**Financial Aid** - Please visit http://www.umassd.edu/law/admissions/lawschoolfinancialaidservices and review the Financial Aid Q&A to obtain information regarding the effect Withdrawing may have on the financial aid you have received. If you have specific questions, the Financial Aid staff will be pleased to assist you.

**International Students and Scholars Center (ISSC)** - Arrange to meet with the (ISSC) BEFORE you meet with the Dean of Students. The ISSC will help you to understand the impact taking Withdrawing may have on your VISA.

**Campus Housing** - Arrange with your Resident Director a day and time (required by the Housing Contract to occur 24-48 hours from your last attendance of classes) to officially checkout of your hall and turn in your key. This will help you avoid any bills for keys, improper checkout, and room or hall damages.