



Under certain circumstances, University of Western States (UWS) may change the enrollment status of a student by imposing an involuntary leave, subject to approval by the dean with oversight for the program.

An involuntary leave may be initiated if, based on an individualized assessment, it is determined that the student meets one or more of the below criteria:

1. **Health circumstances:** (a) The student's health circumstances pose a direct threat to the health or safety of themselves or members of the campus community (employees, students, patients, guests, etc.), and that the risk cannot be eliminated or be reduced through reasonable accommodations and/or support services, and/or (b) the student's behavior or threatening state is determined to be the result of a health condition.
2. **Alleged criminal behavior:** The student has been arrested, charged and/or indicted on allegations of serious criminal behavior.
3. **Risk to the community:** The student has allegedly violated a disciplinary rule or policy of the university and the university concludes that the student poses a significant safety risk to the operational, academic, and/or clinical environments of the community.

When safety is an immediate concern, the university may remove a student from the campus environment pending final decision on involuntary leave.

Placement on involuntary leave is not disciplinary.

Suggested Voluntary Leave

Before an involuntary leave is imposed, the dean may encourage the student to take a voluntary leave. The criteria for voluntary leave are described in [Policy 1239 Continuous Enrollment, Approved Leave, Involuntary Leave, Withdrawal, Dismissal and Expulsion](#). A student may select a voluntary leave in lieu of an involuntary leave, subject to final approval by the dean. Transcripts and other external reports do not distinguish between voluntary and involuntary leave. An incident that gives rise to an involuntary leave may result in subsequent disciplinary action.

Notification of Involuntary Leave

The dean notifies the student in writing of any decision to impose involuntarily leave. This letter includes:

1. The description of and reason for the involuntarily leave;
2. The effective date(s);
3. A description of whether the student retains access to university facilities and/or services during a leave;
4. A description of the appeal process with reference to applicable policy; and,
5. A description of the process for requesting return from involuntary leave, as necessary.

Policy 1225 Involuntary Leave

Established: 10/20/1983

Revision History: 12/03/2019, 04/17/2018, 10/01/1987



Students are responsible for understanding the implications of an involuntary leave for financial aid, health insurance, progress toward degree completion, and visa status.

Appeal Process

A student may appeal an involuntary change in enrollment status in accordance with [Policy 9009 Student Grievance and Appeal](#).

Return from an Involuntary Leave

A student who is placed on involuntary leave and who subsequently petitions to return to the university is required to demonstrate that the circumstances that led to the involuntary leave have been satisfactorily resolved. Any disciplinary matter must be resolved before a student is allowed to return. If a student withdraws while on leave, the student is subject to the current enrollment requirements for readmission. If the leave was for health reasons, evidence of the student's readiness to return, as described by a qualified health care provider and/or mental health provider, approved by UWS, may be required.

Confidentiality

UWS maintains the confidentiality of all information regarding involuntary leave in accordance with applicable law and/or regulation. Records concerning leave status are confidential.

University of Western States reserves the right to notify a parent, guardian, or emergency contact if deemed appropriate under the circumstances and as permitted by applicable law and/or regulation.

Related Policies: [Policy 1004 Nondiscrimination and Anti-Harassment](#)
[Policy 1008 Drugs, Narcotics and Alcohol](#)
[Policy 1239 Continuous Enrollment, Approved Leave, Involuntary Leave, Withdrawal, Dismissal and Expulsion](#)
[Policy 9001 Student Conduct](#)
[Policy 9009 Grievance and Appeal](#)

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