

Student Services Manual (SSM)

SSM 104–05: Involuntary Withdrawal from the University in Special Circumstances

Effective: 12/1/1994

Revised: 12/2/2024

Purpose

To provide for involuntary withdrawal from ASU of a student who creates an impediment to the lawful activities of others on the university campus or who presents a significant risk to the health or safety of others

Sources

Office of the Dean of Students

Educational Outreach and Student Services

Policy

Students who are a threat to others or who create a substantial impediment to the lawful activities or basic rights of other University community members or visitors may be involuntarily withdrawn from ASU or any ASU program or activity. The dean of students or designee may impose conditions for readmission.

Student involuntary withdrawal procedures will be used with caution in recognition of the university's responsibility to protect the safety, health, and welfare of members of the university community through prescribed due process standards.

Preference for Voluntary Withdrawal

University staff will discuss the circumstances with the student (and family, if needed) and, as appropriate, encourage a voluntary withdrawal of the student from the relevant University program(s) or activity(ies). Where appropriate, University officials will promptly refer the student to an appropriate resource for evaluation or treatment. If the student does not agree to voluntary withdrawal, an involuntary withdrawal may be initiated. If the student chooses to pursue voluntary withdrawal or withdrawal for Medical/Compassionate Reasons ([SSM 201–09](#)), and the conditions for involuntary withdrawal are present, the dean of students or designee may impose conditions for readmission.

Emergency Action

The dean of students or designee may determine that a student's continued presence on the university campus or continued participation in a University program or activity poses a threat to an individual, university property, or university function. If it is so determined, the dean of students or designee may involuntarily withdraw or restrict the student's access to the university campus, university housing, services, and activities, as appropriate, for an interim period before a final determination of the matter.

Such decision shall be communicated in writing to the student and shall become effective immediately upon receipt of such notice by the student.

The involuntary withdrawal or restricted access shall remain in effect until a final decision has been made on the matter, unless before a final decision is made, the dean or designee determines that the reasons for imposing the sanction no longer exist.

A student who is involuntarily withdrawn or whose access is restricted from the campus for an interim period shall be provided an opportunity to appear before the dean of students or designee to appeal the removal decision no later than five business days following the effective date of the interim action.

Review by the dean of students or designee will begin once the interim withdrawal is in effect.

Review by the University Hearing Board

The final decision of the dean of students or designee will be provided in writing. This decision is final unless the student requests a hearing before the University Hearing Board to review the imposed action(s). Restricted access to the university campus may remain in effect during the period of review. This review is accomplished by filing a written request with the dean of students no later than 20 business days following the written decision. Student disciplinary procedures as defined in the *Student Code of Conduct* and Student Disciplinary Procedures ([SSM 104–01](#)) shall apply.

Effect on Academic Status

A notation of “W” will appear next to each course on the student’s transcript for the appropriate semester. Tuition and fee refunds, if applicable, shall be based on the effective date of withdrawal determined by the dean of students or designee. Involuntary withdrawals are not assessed against the student’s restricted withdrawal limit, regardless of when processed.

Conditions for Involuntary Withdrawal

An involuntary withdrawal may be considered when the university has substantial evidence that:

1. the student has demonstrated behavior that is a substantial impediment to the lawful activities or basic rights of other students, university employees, or visitors
- or
2. the student presents a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices, or procedures, or the provision of auxiliary aids or services, as provided under applicable law. In determining whether an individual poses a direct threat to the health or safety of others, the dean of students or designee will make an individualized assessment, based on reasonable judgment that relies on current medical knowledge or the best available objective evidence, to ascertain: the nature, duration, and severity of the risk; the probability that the potential injury will actually occur; and whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.

Review by the Dean of Students or Designee

An individual wishing to explore the appropriateness of an involuntary withdrawal or to initiate an involuntary withdrawal should contact the dean of students or designee and provide appropriate documentation.

Readmission

A student removed from the university under this policy may be considered for readmission only with the written approval of the dean of students or designee.

Cross-References

For information about withdrawing from classes for medical/compassionate reasons, see [SSM 201–09](#), “Withdrawal from Classes for Medical/Compassionate Reasons.”

For the student disciplinary procedures, see [SSM 104–01](#), “*Student Code of Conduct* and Student Disciplinary Procedures.”