

J. TIME AWAY AND RETURN: POSTPONEMENT, LEAVE OF ABSENCE, MEDICAL LEAVE OF ABSENCE, AND WITHDRAWAL

Updated January 2023.

POSTPONEMENT

1. **Newly admitted students** may ask to postpone their matriculation by one year. One-term postponements are not permitted, as new students must begin in a fall term. Requests for postponements are ordinarily approved. For more details, see Important Information for Students Considering Postponed Matriculation on the Undergraduate Admissions website.
2. **Petition for Postponement:** Admitted students who wish to postpone matriculation should make their request to the Yale Office of Undergraduate Admissions office by May 1; they will be asked to provide a brief statement about their plans for the year of postponement. Late requests will be reviewed up until the fifteenth day of the fall term.
3. **Finances:** Depending on the timing of the postponement request, there may be financial consequences, including a substantial housing relinquishment fee. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid prior to requesting a postponement. The office will help answer questions students may have regarding if and how their postponement might affect financial aid and help identify any impacts to their financial obligations (including student loan information).
4. **Campus Access:** Students who postpone will be considered guests or visitors on Yale’s campus and must follow all relevant university policies regarding guests and visitors. Students living in on-campus housing at the time of taking a postponement are expected to move out within a few days, usually within 72 hours. If invited to stay on campus by other students, they must abide by the three-day limit on guests. See “Guests” under “Conduct in the Dormitories” in the Yale College Undergraduate Regulations.
5. **Email Access:** Students who postpone after activating their Yale College email accounts will ordinarily retain access during their postponement year.
6. **Residential College Affiliation:** Students who postpone after the assignment of a residential college will ordinarily retain that affiliation when they return.
7. **Parental Notification:** Yale College assumes that students who postpone matriculation will inform their parents or guardians that they intend to do so. Ordinarily, the Admissions Office does not notify parents or guardians that a student has postponed but may do so if they believe that such notification is appropriate.
8. **Activity While on Leave:** Students who postpone matriculation are expected to be constructively occupied and to maintain a satisfactory standard of conduct during

their postponement year. Note that they may not enroll full-time in a degree-granting program at another institution. Students who choose to pursue part-time studies at other institutions should bear in mind that any credits earned will not necessarily count towards their Yale degree.

9. **Matriculation after Postponement:** Students who postpone will automatically be included in the following year's admitted class.

LEAVE OF ABSENCE

Students in Yale College may ask to take up to four terms of leaves of absence. Requests for leaves of absence are ordinarily approved, provided that the student departs in academic good standing at the end of a term and returns at the beginning of a term. See "Requirements for Academic Good Standing" in "Section D, Promotion and Good Standing" in the Yale College Academic Regulations.

1. **Petition for a Leave of Absence:** Students who wish to take a leave of absence must petition the Committee on Honors and Academic Standing through their residential college dean. For a fall term leave of absence, students must submit a petition by May 1; late requests will be accepted up to the fifteenth day of the fall term. For a spring term leave of absence, petitions must be received by the fifteenth day of the spring term.
2. **Activity While on Leave:** Many students engage in focused activities while on leave (e.g., part-time coursework, volunteering, employment, and so on) but this is not required.
3. **Finances:** Depending on the timing of the leave of absence request, there may be financial consequences, including a substantial housing relinquishment fee. See "Rebates of Undergraduate Charges" under "Financial Services" in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid prior to requesting a leave. The office will help answer questions students may have regarding if and how their leave might affect financial aid and help identify any impacts to their financial obligations (including student loan information). Students taking a leave of absence who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.
4. **Total Terms of Leave:** Students are eligible for a total of four terms of leave of absence. These terms need not be taken consecutively. (Note that, as a COVID-19 accommodation, leaves taken during academic years 2020-21 and 2021-22 do not count against the total terms of leave. Medical leaves of absence also do not count against this total.) Students who do not return from leave after a fourth term will be withdrawn for personal reasons.
5. **Accelerated Students:** Students taking an accelerated degree by use of acceleration credits who have had four terms of leave of absence may receive a fifth term of leave if the fifth term of leave is needed to bring the student's pattern of attendance into conformity with the pattern of attendance stipulated for an accelerated degree. See "Enrollment requirements, including required patterns of attendance" in "Acceleration Policies" in the Yale College Academic Regulations.

6. **Campus Access:** Students on leave may be present on Yale's campus as guests or visitors and must follow all relevant university policies as such. Students living in on-campus housing at the time of taking leave are expected to move out within a few days, usually within 72 hours. If invited as a guest in the dorms by other students, they must abide by the three-day limit. See "Guests" under "Conduct in the Dormitories" in the Yale College Undergraduate Regulations. Students on leave may usually participate in undergraduate activities and registered student organizations as a guest but may not hold leadership positions or participate in university sponsored or funded international travel.
7. **Email and Library Access:** Students on leave retain remote library privileges and email access.
8. **Campus Employment:** Students on leave may hold student employment jobs; they may also work at Yale in other employment categories.
9. **Disciplinary Violations:** A leave of absence does not preclude students from being charged with disciplinary violations of the Undergraduate Regulations in relevant circumstances.
10. **Parental Notification:** Yale College assumes that students who take leaves of absence will inform their parents or guardians that they intend to do so. Ordinarily, residential college deans do not notify parents or guardians that a student has taken a leave of absence but may do so if they believe that such notification is appropriate.
11. **Health Coverage:** Students on a leave of absence are eligible to enroll in the Yale Health Affiliate Coverage for Students for up to two terms following their leave. This enrollment is not automatic. Students are responsible for completing and submitting the appropriate enrollment forms and full payment to Yale Health Member Services by September 15 for the full year or fall term, and by January 31 for the spring term. See "Leave of Absence" under "Health Services" in the Yale College Undergraduate Regulations. Application forms and details about medical coverage while on a leave of absence may be obtained from the Member Services Department of Yale Health.
12. **Canceling a Leave of Absence:** Students may cancel a leave of absence for either term as late as the first day of classes in the term for which the leave has been requested. (Given this deadline, students who request a leave during the first fifteen days of the term may not subsequently cancel that request.) The deadlines for payment of the term bill and the penalties for late payment apply. See "Payment of Fees" under "Financial Services" in the Yale College Undergraduate Regulations.

RETURNING FROM A LEAVE OF ABSENCE

1. Students on a leave of absence are automatically reinstated. They ordinarily return from a leave of absence at the beginning of the term specified in their leave petition to the Committee on Honors and Academic Standing, but they may extend their leave by additional terms if they wish, up to the total terms of eligible leave as described above. Returns must always be at the start of term.
2. To return from leave, students must notify their residential college dean no later than the first day of the term in which they wish to return.

3. Students who are required to live on campus, or who wish to do so, must be in contact with their dean well in advance of their return from leave to make those arrangements.
4. Note: A student on a leave of absence from Yale College with pending disciplinary charges will not be eligible to return to Yale College or to receive a Yale College degree until the student's case has been adjudicated by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct.

MEDICAL LEAVE OF ABSENCE

Yale College is committed to supporting the health and well-being of all members of its campus community. Yale recognizes that students may experience medical situations that significantly limit their ability to function successfully and safely in their role as students. A medical leave of absence permits students to take a break from Yale and their studies at any point in a term, regardless of their academic standing, so that they may address medical concerns and later return to Yale to pursue their educational goals. When they wish to return, students on medical leaves of absence participate in a medical clearance process as described below.

1. **Petition for a Medical Leave of Absence:** Students who wish to take a medical leave of absence should consult with their residential college dean, who will guide them through the process.
 - a. Students should first discuss the full range of options, including potential accommodations that might allow them to remain enrolled, with their residential college dean; a consultation with Student Accessibility Services may also be helpful. Students who wish to pursue a medical leave of absence should also discuss the process for returning to their studies with their dean.
 - b. To request a medical leave of absence, students meet with a Yale Health clinician – the Chief of Student Health, the Chief of Mental Health and Counseling, or one of their official designees – who will conduct an individual assessment to determine if a medical leave of absence is appropriate. Students under the care of a non-Yale Health clinician may ask their external clinician to submit medical documentation in order to inform the assessment of the Yale Health clinician. Students' residential college deans will advise them on how to arrange this meeting.
 - c. If the Yale Health clinician determines that a medical leave of absence is appropriate, they will do so in writing, including the basis for the decision, when the student may be eligible for return, and any conditions the student must satisfy before a return, including, but not limited to, completing the medical clearance process for return.
 - d. With the support of the Yale Health clinician, the student may submit a medical leave of absence request to the residential college dean. The dean will forward this request to the Committee on Honors and Academic Standing for approval, which will ordinarily be granted.
 - e. In the unlikely event that a request for a medical leave of absence is not granted, the student will have seven (7) days from the date of notification to appeal the decision in writing to the Dean of Yale College. The appeal should include

the student's reasons for wanting a medical leave of absence, along with any supporting clinical documentation that the student wishes to be considered.

2. **Involuntary Medical Leave of Absence:** In rare circumstances the Dean of Student Affairs may require a student to take a medical leave of absence. This action would only be taken after an individualized assessment concludes that (i) there is a significant risk to the student's health or safety, or to the health or safety of others, or that the student's behavior severely disrupts the University environment, and (ii) that no reasonable accommodations can adequately reduce the risk or disruption.
 - a. The Chief of Student Health or the Chief of Mental Health and Counseling will conduct a clinical assessment. If they conclude that a student should be placed on an involuntary medical leave of absence, they will make that recommendation to the Dean of Student Affairs, including an explanation and a recommendation for the length of the leave. A student may also be placed on an involuntary medical leave of absence if they refuse to cooperate with efforts deemed necessary by Yale Health and the Dean of Student Affairs to make the assessment discussed above.
 - b. The Dean of Student Affairs will review the relevant information and determine if an involuntary leave of absence is necessary. The circumstances of each student's situation are assessed individually, with attention to the possibility that reasonable accommodations would permit the student to continue to participate in Yale's academic and residential community.
 - c. The Dean of Student Affairs' decision to place a student on an involuntary medical leave of absence will be in writing and will include the basis for the decision, a timeline for student's departure from campus, when the student may be eligible for return, and any conditions the student must satisfy before a return, including but not limited to completing the medical clearance process. It will also include information about the appeal process.
 - d. A student who is required to take a medical leave of absence will have seven days from the date of notification to appeal the decision in writing to the Dean of Yale College. During the appeal process, they are expected to comply with the leave of absence requirements.
3. **Coursework in Process:** Students on medical leaves of absence may not attend classes or submit additional coursework as of the date of their leave. Ordinarily, they are withdrawn from any courses in process. See "Withdrawal and Leave of Absence from Yale College" under "Withdrawal from Courses" in the Yale College Academic Regulations. In some cases, when students have already completed all or most of the coursework for a given class, they may receive a passing grade based on the work already completed. See "Work Incomplete at the End of Term" under "Completion of Coursework" in the Yale College Academic Regulations.
4. **Duration of Medical Leaves of Absence:** The recommendation for the length of the leave will be individualized and based on a clinical assessment. Students may remain on a medical leave of absence for as long as they wish. Students may also request to return early, before the recommended date, or choose to extend their leave beyond the initial recommendation. Yale students typically remain away for at least one full term, not including the term in which the leave occurred, before

returning to Yale College, but this length will vary based on individual circumstances. The medical leave is intended to allow students to achieve the level of sustained stability needed to support a successful return, and students are encouraged to take the time they need.

- a. **Note: Coursework Requirement for Students Away for More than Four Terms:** Following an extended absence of any kind, students are required to prepare for their return by completing two term courses or their equivalent, either in Yale Summer Session or at another accredited four-year Bachelor's degree-granting college or university, and to receive grades of A or B. These courses must be completed and graded before the start of the term in which the student plans to return, and no more than two years before that date. Students should email the Committee on Reinstatement (reinstatement@yale.edu) with the details of the courses they plan to take, including the institution, in order to verify that the courses will meet the requirements. Students facing availability issues and/or financial hardship may petition to take courses at a community college. Students on financial aid who are required to complete course work will have their Student Share waived for the year in which they are reinstated.
5. **Activity While on Leave:** Students on medical leaves of absence are expected to receive appropriate medical treatment for the condition(s) that resulted in the leave. Many students also find it helpful to engage, when possible, in other focused activities – e.g., part-time coursework, volunteering, employment, and so on – but this is not required in most situations. Students are encouraged to prioritize medical treatment.
6. **Finances:** The financial consequences of the medical leave of absence will depend on the timing, and on whether the student purchased tuition insurance. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid prior to requesting a leave. The office will help answer questions students may have regarding if and how their leave might affect financial aid and help identify any impacts to their financial obligations (including student loan information). Students taking a medical leave of absence who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.
7. **Campus Access:** Students on medical leave may be present on Yale’s campus as guests or visitors and must follow all relevant university policies as such. Students living in on-campus housing at the time of a medical leave of absence are expected to move out within a few days, usually within 72 hours. If invited as a guest in the dorms by other students, they must abide by the three-day limit. See “Guests” under “Conduct in the Dormitories” in the Yale College Undergraduate Regulations. Students on leave may usually participate in undergraduate activities and registered student organizations as a guest but may not hold leadership positions or participate in university sponsored or funded international travel.
8. **Email and Library Access:** Students on leave ordinarily retain remote library privileges and email access for three years from the date of their leave.

9. **Campus Employment:** Students on leave may hold student employment jobs; they may also work at Yale in other employment categories.
10. **Disciplinary Violations:** A leave of absence does not preclude students from being charged with disciplinary violations of the Undergraduate Regulations in relevant circumstances.
11. **Parental Notification:** Residential college deans ordinarily notify parents or guardians when a student goes on a medical leave of absence.
12. **Health coverage:** Students going onto a medical leave of absence who are already enrolled in the Yale Health Hospitalization/Specialty Coverage have the option to enroll in the Yale Health Affiliate Coverage for Students for one year. This enrollment is not automatic. Students are responsible for completing and submitting the appropriate enrollment forms and full payment to Member Services within 30 days of going on leave. Some financial support may be available for students whose YHH/SC plan was covered by their financial aid. Application forms and details about medical coverage while on a medical leave of absence may be obtained from the Member Services Department of Yale Health.
13. **Yale Summer Session Classes:** Students on a medical leave of absence are eligible to enroll in Yale Summer Session. Students on a medical leave of absence are eligible to apply for Yale Study Abroad summer opportunities. See Yale Study Abroad for full details.

RETURNING FROM A MEDICAL LEAVE OF ABSENCE

Medical leaves are intended to give students time to receive treatment and focus on their health and wellbeing. The medical clearance process by which students return is intended to allow students to demonstrate that they will be able to adequately monitor their own health and function effectively in the autonomous student environment at Yale, without significant disruptions to others in the campus community. The goal is for students to be able to return to campus and be successful in their academic, co-curricular, and extra-curricular pursuits.

1. **Timing of Return:** Students wishing to return from medical leave may request to do so when they feel ready. This may be in keeping with the timeline recommended when they went on leave but need not be. There is no limit to the number of terms a student may be on medical leave.
 - a. Returns must be at the start of a fall or spring term. (Enrollment in Yale Summer Session does not require reinstatement. Yale Study Abroad summer opportunities do require medical clearance. See Yale Study Abroad for full details.)
 - b. Note: A student on medical leave from Yale College with pending disciplinary charges will not be eligible to return to Yale College or to receive a Yale College degree until the student's case has been adjudicated by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct.
2. **Deadlines for Requesting Reinstatement:** To return for a fall term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on June 1. To return for a spring term, reinstatement requests and all accompanying

materials must be submitted by 5 p.m. (EST) on November 1. Students who have missed the deadline may send inquiries to reinstatement@yale.edu; permission for late requests is granted only in exceptional circumstances.

3. **Materials to be Submitted:**

- a. Online *Reinstatement Request* form. Email reinstatement@yale.edu to request form.
- b. Brief statement (approximately 500-750 words) describing the circumstances that led to the medical leave, the treatment received while on leave and any other activities the student deems relevant, and the student's own sense of their readiness to return to Yale College.
- c. Name and contact information for the clinician who will be submitting a medical letter.
- d. *For students who have been away for more than four terms:* Verification that the student has completed two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor's degree-granting college or university, with grades of A or B. Courses may be in process at the time of the request but must be completed and the grades received before the start of the term in which the student wishes to return. (See details above.)

4. **Medical Letter:** This should be sent directly from the clinician to the appropriate chief in Yale Health, either the Chief of Student Medicine (studentmed@yale.edu) or the Chief of Mental Health and Counseling (paul.hoffman@yale.edu). That letter ordinarily should include:

- a. The clinician's credentials and clinical setting;
- b. The nature of their work with the student, including the duration and frequency of their contact;
- c. Any observed progress in the student's recovery from the medical condition that led to the leave of absence;
- d. The clinician's assessment of the student's clinical status and their readiness to successfully resume academic and university life;
- e. The justification for their assessment of the student's readiness.

5. **Meeting:** Once the materials, including the medical letter, have been received, a meeting will be scheduled with the Chief of Student Health, the Chief of Mental Health and Counseling, or their official designee. The Chief of Student Health or the Chief of Mental Health and Counseling, or their official designee, will provide a recommendation to the Committee on Reinstatement as to whether the student is ready to successfully resume academic and university life.

6. **Individual Assessment of Request:** The Committee on Reinstatement will review all the information provided, make an individualized determination as to whether the student has met the criteria to be cleared for return, and notify the student accordingly.

- a. When the Committee on Reinstatement clears a student for return, they will assess the number of remaining course credits and allocate additional terms of enrollment (beyond the standard eight terms) as necessary. Reinstated students are not required to take these additional terms but are encouraged to do so in order to avoid taking an academic overload. Students are eligible to apply for financial aid for any additional terms.

- b. If a student is not cleared for return, the Committee will provide a written explanation to help the student understand the reasons behind their decision and will recommend steps the student might take to be more successful in future requests. It is rare for a student to need to make multiple requests, but there is no limit to the number of times a student may request a return.
7. **Appeals Process:** The vast majority of students are cleared to return on their initial request. Students who are not cleared to return may appeal the decision. The appeal must be made in writing to the Dean of Yale College no later than seven days from the date on which the student is notified of the decision.

WITHDRAWAL

There are four types of withdrawal: academic, disciplinary, financial, and personal.

ACADEMIC WITHDRAWAL

Students may be withdrawn for academic reasons on a variety of grounds.

See “Dismissal for Academic Reasons” in “Section I, Academic Penalties and Restrictions” in the Yale College Academic Regulations.

1. **Duration of Academic Withdrawals:** Students who are withdrawn for academic reasons must remain away for at least one fall term and one spring term, in either order, not including the term in which the withdrawal occurred. They may choose to stay away longer. They may also choose to apply for early reinstatement, which may be granted in rare circumstances.
 - a. *Note: Coursework Requirement for Students Away for More than Four Terms:* Following an extended absence of any kind, students are required to prepare for their return by completing two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor's degree-granting college or university, and to receive grades of A or B. These courses must be completed and graded before the start of the term in which the student plans to return, and no more than two years before that date. Students should email the Committee on Reinstatement (reinstatement@yale.edu) with the details of the courses they plan to take, including the institution, in order to verify that the courses will meet the requirements. Students facing availability issues and/or financial hardship may petition to take courses at a community college. Students on financial aid who are required to complete coursework will have their Student Share waived for the year in which they are reinstated.
2. **Campus Access:** Students on academic withdrawal may be present on Yale's campus as guests or visitors and must follow all relevant university regulations as such. Students living in on-campus housing will have a few days (usually 72 hours) to vacate their room after withdrawing. If invited to campus by other students, students on withdrawal must abide by the three-day limit on guests, as stipulated in the Yale College Housing Regulations. Students on academic withdrawal may usually participate in undergraduate activities and registered student organizations as guests but may not hold leadership positions or participate in university sponsored or funded international travel.

3. **Email and Remote Library Access:** Academically withdrawn students usually will retain email access for three years from the term of withdrawal. Remote library access is periodically reset to include only active students, dropping students who are withdrawn.
4. **Campus Employment:** Students on academic withdrawal may not hold student employment jobs but may work at Yale in other employment categories.
5. **Yale Summer Session Classes:** Students on an academic withdrawal are eligible to enroll in Yale Summer Session.
6. **Finances:** The financial consequences will depend on the timing of the withdrawal. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid. The office will help answer questions students may have regarding if and how their withdrawal might affect financial aid and help identify any impacts to their financial obligations (including student loan information). Students who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.
7. **Disciplinary Violations:** A withdrawal does not preclude students from being charged with disciplinary violations of the Undergraduate Regulations in relevant circumstances.
8. **Parental Notification:** Due to the change in enrollment status, residential college deans ordinarily notify parents or guardians when a student is withdrawn.
9. **Health coverage:** Students on withdrawal are not eligible for medical coverage or treatment through Yale Health.

RETURNING FROM AN ACADEMIC WITHDRAWAL

An academic withdrawal provides students with the opportunity both to address whatever circumstances prevented them from meeting their academic obligations and to repair certain academic deficiencies. The reinstatement process allows students to demonstrate that they are prepared to return to academic, co-curricular, and extra-curricular pursuits. *Note that students may be reinstated only once after an academic withdrawal; subsequent academic withdrawals are permanent.*

1. **Timing of Return:** Students wishing to return from an academic withdrawal may request to be reinstated when they feel prepared to reengage with their academic obligations. Students who are withdrawn for academic reasons are normally away for two full terms of enrollment. Requests to return early will be considered but are granted only in exceptional circumstances. There is no time limit on how long a student may remain withdrawn.
 - a. Returns must be at the start of a fall or spring term. (Enrollment in Yale Summer Session does not require reinstatement.)
 - b. Note: A student withdrawn from Yale College with pending disciplinary charges will not be eligible to return to Yale College or to receive a Yale College degree until the student's case has been adjudicated by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct.

2. **Deadlines for Requesting Reinstatement:** To return for a fall term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on June 1. To return for a spring term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on November 1. These deadlines are strictly enforced. Students who have missed the deadline may send inquiries to reinstatement@yale.edu; permission for late requests is granted only in exceptional circumstances.
3. **Materials to be Submitted:**
 - a. Online Reinstatement Request form. Email reinstatement@yale.edu to request form.
 - b. A brief statement (approximately 500-750 words) describing the circumstances that led to the academic withdrawal, the activities pursued while away, and the student's own sense of their readiness to return to Yale College.
 - c. For students who have been away for more than four terms: Verification that the student has completed two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor's degree-granting college or university, with grades of A or B. Courses may be in process at the time of the request but must be completed and the grades received before the start of the term in which the student wishes to return. (See details above.)
4. **Individual Assessment of Request:** The Committee on Reinstatement will review all the information provided, make an individualized determination as to whether the student has met the criteria to be cleared for return, and notify the student.
 - a. When the Committee on Reinstatement clears a student for return, they will assess the number of remaining course credits and allocate additional terms of enrollment as necessary. Reinstated students are not required to take these additional terms but are encouraged to do so in order to avoid taking an academic overload. Students are eligible to apply for financial aid for these additional terms.
 - b. If a student is not cleared for return, a written explanation will be provided to help the student understand the reasons behind the Committee's decision and recommended steps they might take to be more successful in future requests.
5. **Appeals Process:** Most students are cleared to return. If a student is not cleared, they may appeal the decision. The appeal must be made in writing to the Dean of Yale College no later than seven days from the date on which the student is notified of the decision. A student can also request reinstatement again in future terms.
6. **Academic Requirements Following Reinstatement:** Students who are reinstated from an academic withdrawal must pass all of their courses in their first two semesters back. They may withdraw from courses in progress (see "Withdrawal from Courses" in the Yale College Academic Regulations) but they may not fail any courses in which they remain enrolled.

DISCIPLINARY WITHDRAWAL (SUSPENSION)

Students who are found to have violated the undergraduate regulations or other university policies may be withdrawn by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct. See the Yale College Undergraduate Regulations.

Under limited circumstances, students may also be withdrawn by the Dean of Yale College or their delegate. See “Emergency and Administrative Suspensions” in the Yale College Undergraduate Regulations. These suspensions are usually followed by a disciplinary hearing but can be lifted earlier by action of the dean or a delegate of the dean, or by the disciplinary committee after a preliminary review.

1. **Duration of Disciplinary Withdrawal:** The length of a disciplinary withdrawal is set by the disciplinary committee. Students may choose to stay away longer.
 - a. *Note: Coursework Requirement for Students Away for More than Four Terms:* Following an extended absence of any kind, students are required to prepare for their return by completing two term courses or their equivalent, either in Yale Summer Session (if the term of suspension is complete) or at another accredited, four-year, Bachelor's degree-granting college or university, and to receive grades of A or B. These courses must be completed and graded before the start of the term in which the student plans to return, and no more than two years before that date. Students should email the Committee on Reinstatement (reinstatement@yale.edu) with the details of the courses they plan to take, including the institution, in order to verify that the courses will meet the requirements. Students facing availability issues and/or financial hardship may petition to take courses at a community college. Students on financial aid who are required to complete coursework will have their Student Share waived for the year in which they are reinstated.
2. **Coursework in Process:** Withdrawn students may not attend classes or submit additional coursework as of the date of withdrawal. Ordinarily, they are withdrawn from any courses in process. See “Withdrawal and Leave of Absence from Yale College” under “Withdrawal from Courses” in the Yale College Academic Regulations. In some cases, when students have already completed all or most of the coursework for a given class, they may receive a grade based on the work already completed. See “Work Incomplete at the End of Term” under “Completion of Coursework” in the Yale College Academic Regulations. If grades are not already submitted, it will be up to the student to determine if they wish to accept the grade for work completed.
3. **Campus Access:** Students withdrawn for disciplinary reasons are prohibited from being on campus without the advance written permission of their residential college dean, or the dean of student affairs. They may not participate in undergraduate activities or registered student organizations.
4. **Email and Remote Library Access:** Students withdrawn for disciplinary reasons lose access to their email and to library services.
5. **Campus Employment:** Students on disciplinary withdrawal may not hold student employment jobs but may work remotely for Yale in other employment categories.
6. **Yale Summer Session Classes:** Students on a disciplinary withdrawal may not enroll in YSS classes.
7. **Finances:** The financial consequences will depend on the timing of the withdrawal. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid. The office will help answer questions students may have regarding if and how their withdrawal might affect financial aid

and help identify any impacts to their financial obligations (including student loan information). Students who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.

8. **Disciplinary Violations:** A disciplinary withdrawal does not preclude students from being charged with additional disciplinary violations of the Undergraduate Regulations in relevant circumstances.
9. **Parental Notification:** Due to the change in enrollment status, residential college deans ordinarily notify parents or guardians when a student is disciplinarily withdrawn.
10. **Health coverage:** Students on withdrawal are not eligible for medical coverage or treatment through Yale Health.

RETURNING FROM A DISCIPLINARY WITHDRAWAL

Students who wish to return from a disciplinary withdrawal must fulfill any requirements set by the disciplinary board.

1. **Timing of Return:** Students wishing to return from a disciplinary withdrawal may request to do so when they feel ready, once the period of the required withdrawal has passed. Requests to return early will not be considered. There is no time limit on how long a student may remain withdrawn.
 - a. Returns must be at the start of a fall or spring term.
 - b. Note: A student with additional pending disciplinary charges will not be eligible for Yale College reinstatement, re-enrollment, or a Yale College degree until the student's case has been adjudicated by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct.
2. **Reinstatement Requirement:** The disciplinary board may or may not require participation in the reinstatement process.
 - a. If the disciplinary board has not required a student to go through the reinstatement process, the student may return by notifying their residential college dean no later than the first day of the term in which they wish to return.
 - b. Students who are required to live on campus, or who wish to do so, must be in contact with their dean well in advance to make those arrangements. Students who are required to go through the reinstatement process should follow the instructions below.
3. **Deadlines for Requesting Reinstatement:** To return for a fall term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on June 1. To return for a spring term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on November 1. These deadlines are strictly enforced. Students who have missed the deadline may send inquiries to reinstatement@yale.edu; permission for late requests is granted only in exceptional circumstances.
4. **Materials to be submitted:**
 - a. Online Reinstatement Request form. Email reinstatement@yale.edu to request form.

- b. Brief statement (approximately 500-750 words) describing the circumstances that led to the disciplinary withdrawal, the activities pursued while away, and the student's own sense of their readiness to return to Yale College.
 - c. For students who have been away for more than four terms: Verification that the student has completed two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor's degree-granting college or university, with grades of A or B. Courses may be in process at the time of the request but must be completed and the grades received before the start of the term in which the student wishes to return. (See details above.)
 - d. Documentation of having met any additional requirements imposed by the disciplinary board.
5. **Individual Assessment of Request:** The Committee on Reinstatement will review all the information provided, make an individualized determination as to whether the student has met the criteria to be cleared for return, and notify the student.
- a. When the Committee on Reinstatement clears a student for return, they will assess the number of remaining course credits and allocate additional terms of enrollment as necessary. Reinstated students are not required to take these additional terms but are encouraged to do so in order to avoid taking an academic overload. Students are eligible to apply for financial aid for these additional terms.
 - b. If a student is not cleared for return, a written explanation will be provided to help the student understand the reasons behind the Committee's decision and recommended steps they might take to be more successful in future requests.
6. **Appeals Process:** Most students are cleared to return. If a student is not cleared, they may appeal the decision. The appeal must be made in writing to the Dean of Yale College no later than seven (7) days from the date on which the student is notified of the decision. A student can also request reinstatement again in future terms.

FINANCIAL WITHDRAWAL

University regulations require that all financial obligations to the University be paid as a condition of enrollment. Students who have not paid or made arrangements for payment of their term fees by the due date will be placed on financial withdrawal. See "Payment of Fees" under "Financial Services" in the Yale College Undergraduate Regulations. Students whose financial situations have changed should reach out to the Office of Financial Aid for a reassessment of their aid level.

1. **Duration of Financial Withdrawals:** The financial withdrawal is lifted as soon as the student's financial obligations have been settled.
2. **Campus Access:** Students on financial withdrawal may be present on Yale's campus as guests or visitors and must follow all relevant university regulations as such. Students living in on-campus housing will have a few days (usually 72 hours) to vacate their room after withdrawing. If invited to campus by other students, students on withdrawal must abide by the three-day limit on guests, as stipulated in the Yale College Housing Regulations. Students on financial withdrawal may usually participate in undergraduate activities and registered student organizations

as guests but may not hold leadership positions or participate in university sponsored or funded international travel.

3. **Email and Remote Library Access:** Financially withdrawn students usually will retain email access for three years from the term of withdrawal. Remote library access is periodically reset to include only active students, dropping students who are withdrawn.
4. **Campus Employment:** Students on financial withdrawal may not hold student employment jobs but may work at Yale in other employment categories.
5. **Yale Summer Session Classes:** Students on financial withdrawal may not enroll in YSS classes.
6. **Finances:** The financial consequences will depend on the timing of the withdrawal. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid. The office will help answer questions students may have regarding if and how their withdrawal might affect financial aid and help identify any impacts to their financial obligations (including student loan information). Students who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.
7. **Disciplinary Violations:** A withdrawal does not preclude students from being charged with disciplinary violations of the Undergraduate Regulations in relevant circumstances.
8. **Parental Notification:** Due to the change in enrollment status, residential college deans ordinarily notify parents or guardians when a student is withdrawn.
9. **Health Coverage:** Students on financial withdrawal are not eligible for medical coverage or treatment through Yale Health.

RETURNING FROM A FINANCIAL WITHDRAWAL

Students are automatically reinstated once their financial obligations have been settled.

PERSONAL WITHDRAWAL

Students may withdraw from Yale College for personal reasons at any time in the term.

1. **Petition for Personal Withdrawals:** Students should consult with their residential college dean, who can help them consider all options to determine whether a personal withdrawal is appropriate. In some cases, students considering a personal withdrawal may instead request a medical leave of absence or other accommodations. The consultation with the dean should include a discussion of the reinstatement requirements. If the student decides to pursue the personal withdrawal, they should submit a request in writing to their dean, who will forward it to the Committee on Honors and Academic Standing. Requests for personal withdrawals are ordinarily approved, but may be denied if the student is seeking to avoid an academic withdrawal.

2. **Automatic Recategorization into Personal Withdrawal Status:** Most personal withdrawals are requested by students but some are the result of inaction. Students in academic good standing who fail to register in a term will be withdrawn for personal reasons, as will students who do not return after reaching the limit of four terms of leaves of absence. (Medical leaves of absence do not have a term limit.)
3. **Coursework in Progress:** Withdrawn students may not attend classes or submit additional coursework. Ordinarily, they are withdrawn from any courses in process. See “Withdrawal and Leave of Absence from Yale College” under “Withdrawal from Courses” in the Yale College Academic Regulations. In some cases, when students have already completed all or most of the coursework for a given class, they may receive a grade based on the work already completed. See “Work Incomplete at the End of Term” under “Completion of Coursework” in the Yale College Academic Regulations. If grades are not already submitted, it will be up to the student to determine if they wish to accept the grade for work completed.
4. **Duration of Personal Withdrawals:** Students on withdrawal for personal reasons usually must remain away for at least one fall term and one spring term, in either order, not including the term in which the withdrawal occurred. They may choose to stay away longer. They may also choose to reapply for early reinstatement, which may be granted in rare circumstances.
 - a. *Note: Coursework Requirement for Students Away for More than Four Terms:* Following an extended absence of any kind, students are required to prepare for their return by completing two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor’s degree-granting college or university, and to receive grades of A or B. These courses must be completed and graded before the start of the term in which the student plans to return, and no more than two years before that date. Students should email the Committee on Reinstatement (reinstatement@yale.edu) with the details of the courses they plan to take, including the institution, in order to verify that the courses will meet the requirements. Students facing availability issues and/or financial hardship may petition to take courses at a community college. Students on financial aid who are required to complete coursework will have their Student Share waived for the year in which they are reinstated.
5. **Campus Access:** Students on personal withdrawal may be present on Yale’s campus as guests or visitors and must follow all relevant university regulations as such. Students living in on-campus housing will have a few days (usually 72 hours) to vacate their room after withdrawing. If invited to campus by other students, students on withdrawal must abide by the three-day limit on guests, as stipulated in the Yale College Housing Regulations. Students on personal withdrawal may usually participate in undergraduate activities and registered student organizations as guests but may not hold leadership positions or participate in university sponsored or funded international travel.
6. **Email and Remote Library Access:** Personally withdrawn students usually will retain email access for three years from the term of withdrawal. Remote library

access is periodically reset to include only active students, dropping students who are withdrawn.

7. **Campus Employment:** Students on personal withdrawal may not hold student employment jobs but may work at Yale in other employment categories.
8. **Yale Summer Session Classes:** Students on a personal withdrawal are eligible to enroll in Yale Summer Session.
9. **Finances:** The financial consequences will depend on the timing of the withdrawal. See “Rebates of Undergraduate Charges” under “Financial Services” in the Yale College Undergraduate Regulations. Students receiving financial aid should contact the Office of Undergraduate Financial Aid. The office will help answer questions students may have regarding if and how their withdrawal might affect financial aid and help identify any impacts to their financial obligations (including student loan information). Students who have received long-term loans will be sent information about loan repayment obligations, which in most cases begin six months after the last day of formal enrollment at Yale.
10. **Disciplinary Violations:** A withdrawal does not preclude students from being charged with disciplinary violations of the Undergraduate Regulations in relevant circumstances.
11. **Parental Notification:** Due to the change in enrollment status, residential college deans ordinarily notify parents or guardians when a student is withdrawn.
12. **Health Coverage:** Students on personal withdrawal are not eligible for medical coverage or treatment through Yale Health.

RETURNING FROM A PERSONAL WITHDRAWAL

1. **Timing of Return:** Students wishing to return from a personal withdrawal may request to do so when they feel ready. Requests to return early will be considered but are granted only in exceptional circumstances. There is no time limit on how long a student may remain withdrawn.
 - a. Returns must be at the start of a fall or spring term. (Yale Summer Session classes do not require reinstatement.)
 - b. Note: A student withdrawn from Yale College with pending disciplinary charges will not be eligible for to return to Yale College or to receive a Yale College degree until the student's case has been adjudicated by the Yale College Executive Committee or the University-Wide Committee on Sexual Misconduct.
2. **Deadlines for Requesting Reinstatement:** To return for a fall term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on June 1. To return for a spring term, reinstatement requests and all accompanying materials must be submitted by 5 p.m. (EST) on November 1. These deadlines are strictly enforced. Students who have missed the deadline may send inquiries to reinstatement@yale.edu; permission for late requests is granted only in exceptional circumstances.
3. **Materials to be submitted:**
 - a. Online *Reinstatement Request* form. Email reinstatement@yale.edu to request form.

- b. Brief statement (approximately 500-750 words) describing the circumstances that led to the personal withdrawal, the activities pursued while away, and the student's own sense of their readiness to return to Yale College.
 - c. *For students who have been away for more than four terms:* Verification that the student has completed two term courses or their equivalent, either in Yale Summer Session or at another accredited, four-year, Bachelor's degree-granting college or university, with grades of A or B. Courses may be in process at the time of the request but must be completed and the grades received before the start of the term in which the student wishes to return. (See details above.)
4. **Individual Assessment of Request:** The Committee on Reinstatement will review all the information provided, make an individualized determination as to whether the student has met the criteria to be cleared for return, and notify the student.
- a. When the Committee on Reinstatement clears a student for return, they will assess the number of remaining course credits and allocate additional terms of enrollment as necessary. Reinstated students are not required to take these additional terms but are encouraged to do so in order to avoid taking an academic overload. Students are eligible to apply for financial aid for these additional terms.
 - b. If a student is not cleared for return, a written explanation will be provided to help the student understand the reasons behind the Committee's decision and recommended steps they might take to be more successful in future requests.
5. **Appeals Process:** Most students are cleared to return. If a student is not cleared, they may appeal the decision. The appeal must be made in writing to the Dean of Yale College no later than seven (7) days from the date on which the student is notified of the decision. A student can also request reinstatement again in future terms.

U.S. MILITARY SERVICE REINSTATEMENT POLICY

Students who interrupt their studies to perform U.S. military service are subject to a separate U.S. military leave reinstatement policy.

In the event that a student withdraws or takes a leave of absence from Yale College on or after August 14, 2008, in order to serve in the U.S. military, the student will be entitled to guaranteed reinstatement under the following conditions:

1. Students must have served in the U.S. Armed Forces for a period of more than thirty consecutive days.
2. Students must give advance written or verbal notice of such service to their residential college dean. In providing the advance notice students do not need to indicate whether they intend to return. This advance notice need not come directly from the student, but, rather, can be made by an appropriate officer of the U.S. Armed Forces or official of the U.S. Department of Defense. Notice is not required if precluded by military necessity. In all cases, this requirement of giving notice can be fulfilled at the time the student seeks reinstatement, by submitting an attestation that the student performed the service.
3. Students must not be away from the University to perform U.S. military service for a period exceeding five years (this includes all previous absences to perform U.S. military service but does not include any initial period of obligated service). If a

student's time away from the University to perform U.S. military service exceeds five years because the student is unable to obtain release orders through no fault of the student, or the student was ordered to or retained on active duty, such students should contact their residential college dean to determine if they remain eligible for guaranteed reinstatement.

4. Students must notify Yale within three years of the end of the U.S. military service of their intention to return. However, students who are hospitalized or recovering from an illness or injury incurred in or aggravated during the U.S. military service have up until two years after recovering from the illness or injury to notify Yale of their intent to return.
5. Students may not have received a dishonorable or bad conduct discharge or have been sentenced in a court-martial.

A student who meets all of these conditions will be reinstated for the following term unless the student requests, in writing, a later date of reinstatement. Any student who fails to meet one of these requirements may still be eligible for reinstatement under Yale's general reinstatement policy but is not guaranteed reinstatement. Upon returning to Yale, such students will resume their education without repeating completed course work for courses interrupted by U.S. military service. They will have the same enrolled status last held and will be in the same academic standing. For the first academic year in which such students return, they will be charged the tuition and fees that would have been assessed for the academic year in which they left the institution. Yale may charge up to the amount of tuition and fees that other students are assessed, however, if veterans' education benefits will cover the difference between the amounts currently charged other students and the amount charged for the academic year in which the student left. In the case of students who are not prepared to resume their studies with the same enrollment status and academic standing as when they left or who will not be able to complete the program of study, Yale will undertake reasonable efforts to help such students become prepared. If, after reasonable efforts, Yale determines that the student remains unprepared or will be unable to complete the program, or Yale determines that there are no reasonable efforts it can take, Yale may deny reinstatement.

REBATES OF UNDERGRADUATE CHARGES

For information on financial rebates on account of withdrawal from Yale College, consult the section "Financial Services," under "Regulations," in the Yale online publication Undergraduate Regulations.