

LEAVING THE UNIVERSITY PRIOR TO GRADUATION

Stop Out (Temporary Withdrawal)

Traditional undergraduate students who find it necessary to discontinue their studies for only one semester, with the intent to return to Bethel after that semester, may be eligible for a stop-out status rather than officially withdrawing from the university. When the Stop Out is granted the student must plan to be away for no more than three consecutive terms (fall, spring, summer).

A Stop Out status allows a student to return to Bethel after a predetermined time of no more than 3 consecutive semesters/terms (fall, spring, summer) away without reapplying for admission. Students also retain their class-level status for housing sign-up (when applicable) and academic registration.

Forms for requesting a stop out for traditional undergraduate students can be found in the Office of Student Life. Students in online undergraduate, graduate, and post-baccalaureate programs work with their Student Success Advisors should they need to pause from taking classes for a period of time.

Withdrawal from the University (Undergraduate Students)

Enrolled students who leave the university without a definite plan to return should officially withdraw.

This is also known as discontinuing studies. Withdrawal can affect tuition charges and financial aid. Information about the financial implications associated with withdrawal from the University can be obtained from the Bethel Business Office and Bethel Financial Aid Office. (Traditional undergraduate students should complete the appropriate forms available from the Office of Student Life (<https://www.bethel.edu/undergrad/student-life/>), or call the office at 651.638.6300 to schedule an appointment for an exit interview.)

Withdrawing from the University after the add/drop deadline and before the course withdrawal deadline will result in grades of "W" for the courses that were in progress.

Students who fail to enroll in courses for three consecutive semesters/terms (e.g. fall, spring, summer) are automatically withdrawn from Bethel and are listed as inactive.

Special Circumstances

In the case of medical, military or other exceptional circumstances, students may be eligible to submit a petition to address their financial situation.

Re-Enrollment

Students may re-enroll after withdrawal. Former students who have a registration hold on their account from the Business Office are not eligible to re-enroll until the hold is resolved. Students will enter under the academic status in which they left.

Students who have ceased enrollment for more than three consecutive semesters/terms (e.g. fall, spring, summer) will re-enroll under the University Catalog that is in place at the time of re-enrollment. Students who have three or fewer courses to complete may request to stay on the most recent catalog under which they were enrolled. Students who are in programs that lead to licensure are responsible for meeting current licensure standards which may require the completion of additional courses.

Re-Enrollment after Dismissal

Students who are approved to re-enroll after being Academically Dismissed will be placed on second semester Academic Probation status. Students must achieve the minimum cumulative GPA required for good standing at the end of their first term of re-enrollment.

Specific academic programs may have different dismissal and re-enrollment policies than those listed above. These requirements are listed with program information and/or the student handbook.