



## Student Affairs Medical Withdrawal Request Form

A Medical Withdrawal is requested when a student is suffering from a medical condition that prevents the completion of the term. A "W" will be placed on the student's Oregon Tech Transcript. Students who receive a medical withdrawal may be placed on hold until the University can determine that the student is ready to return. Medical withdrawals can be complete for all courses or partial individual course(s) the student is registered in for the term. A medical withdrawal must be filed within six months of the end of the term involved. If a student is approved for medical withdrawal, the student may apply for a Tuition Refund Appeal through the Business Affairs Office.

Supporting medical documentation is required to be attached to this form to be considered for Medical Withdrawal. The letter in support of your Medical Withdrawal may be written by a physician, counselor or other medical provider, and must provide dates seen and recommend withdrawal from class(es).

I hereby request a Medical Withdrawal.

Campus:	• Klamath Falls	• Wilsonville	• Salem	Today's Date:	
Term and Year Withdrawal is Requested:	• Fall	• Winter	• Spring	• Summer	Year:
First and Last Name:	Student ID:				



Student Affairs  
Medical Withdrawal Request Form

**BEFORE YOU FINALIZE YOUR DECISION**

Obtaining a Medical Withdrawal from Oregon Tech is a major decision. Other alternatives may be more beneficial to you than a medical withdrawal from the University. Oregon Tech faculty and staff are available to help you in this decision.

**POLICY**

A student may request a medical withdrawal from Oregon Tech without being responsible for grades at any point during the academic term. Based on the information presented, the Dean of Students will determine whether to grant this request. A student may also apply for retroactive medical withdrawal (withdrawing from a previous term) without academic penalty only if mitigating circumstances exist (accidental prolonged illness, etc.). Supporting medical documentation is required to be attached to this form to be considered for Medical Withdrawal. The letter in support of your Medical Withdrawal from Oregon Tech may be written by a