Policy: Late withdrawal

Purpose
This policy sets out the principles for late withdrawal of enrolment.

Overview
This policy applies to all students applying for a late withdrawal of their enrolment.

Scope
This policy applies to all students, and the staff who administer late withdrawals.

Policy Statement
1. The University approves applications for late withdrawal:
   a. In accordance with the Higher Education Support Act 2003;
   b. Where students encounter unavoidable and unexpected extenuating circumstances that impede their successful completion of a course, and
   c. Where students demonstrate that those unavoidable and unexpected extenuating circumstances:
      • are beyond their control; and
      • did not make their full impact until on or after the census date; and
      • made it impracticable to complete the course requirements.
This policy sets out the principles for late withdrawal of enrolment and applies to all students, and the staff who administer late withdrawals.

Audience: Staff, Professional, Students

Category: Academic

Topic: Teaching & Learning

Effective Date: 20 Dec 2018

Review Date: 20 Dec 2021

Responsible Officer: Registrar, Student Administration
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Approved By: Vice-Chancellor (vc@anu.edu.au)

Contact Area: Division of Student Administration and Academic Services (policy.regs@anu.edu.au)

Authority: Education Services for Overseas Students Act 2000
National Code of Practice for Providers of Education and Training to Overseas Students 2018
Fees Rule 2017
Higher Education Support Act 2003

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