

Voluntary Withdrawal

A student who wishes to take a voluntary withdrawal from Suffolk University Law School must submit a completed Voluntary Withdrawal Request to the Office of Academic Services. The Office of Academic Services will process the paperwork related to the withdrawal or voluntary leave of absence, including obtaining the approval of the Assistant Dean, Dean of Students or an Associate Dean in accordance with the Rule and Regulations.

A student who wishes to withdraw from the Law School must submit the Withdrawal Form to the Office of Academic Services. Withdrawal from the Law School must be approved by an associate dean. No student may withdraw after the examination period begins or while consideration of his or her academic standing is pending. (See information for Financial Aid Recipients below).

Access to the following services will be deactivated within 10 calendar days of approval of withdrawal:

- Student ID Card, Email, Westlaw and Lexis, Blackboard, My Suffolk, Library
- Locker: prior to removal of contents please contact a staff member of the Office of Academic Services for assistance. Contents not removed within 10 calendar days of approval of withdrawal will be considered abandoned property and will be confiscated by the Law School.

Information for Financial Aid Recipients:

The Office of Financial Aid is required to recalculate federal student aid eligibility for students who withdraw, drop out, are dismissed, or take a leave of absence prior to completing 60% of a semester. In some cases, federal loans already disbursed to the student may need to be returned to the lender. This could result in an outstanding tuition balance owed to Suffolk University.

Students with federal student loans are required by the federal government to complete exit counseling upon their departure from Suffolk University Law School. Exit counseling information is available on the Office of Financial Aid's website at <https://www.suffolk.edu/law/admission/tuition-aid/policies/enrollment-change-withdrawal-leave-of-absence>

Federal loans will enter their grace or repayment periods as of the effective date of withdrawal.