

Vice-President & Dean of Students Involuntary Medical Leave of Absence

Capital University maintains a Health Center and provides counseling services to assist students with managing emotional and other needs of students. Students whose needs are beyond the resources of these offices will be referred to off-campus facilities and service providers when possible. However, students who cannot adequately be helped by the available facilities and/or refuse to accept recommended emotional and/or medical treatment and whose resulting behavior renders them unable to effectively function in the residential or University community; that is, without harming themselves, others, or disrupting the University community may be required to leave the University following the described procedure below.

- The Vice President for Student Affairs and/or his/her designee may require a mandatory assessment if a student's condition renders him/her unable to function in the University community, threatens to harm themselves or others, and/or disruptive to the educational mission of the institution.
- When in the opinion of a professional member of the Counseling or Health Center staff a student is unable to be adequately helped by the Center or by other available facilities, and that the student's condition renders them unable to function in the University community without harming themselves or others and/or disrupting the educational mission of the institution, the staff member shall notify the Vice President for Student Affairs or designee of the situation as soon as possible.
- When the Vice President for Student Affairs receives notification of either of the above, the Vice President for Student Affairs or his/her designee will seek other such professional opinion as is appropriate, and will confer with the student if possible. The student may submit other medical documentation secured independently for consideration and may be accompanied by a support person (friend, relative, faculty member etc.) to scheduled appointments with college personnel. Failure to appear for a mandatory assessment may result in an Involuntary Medical Leave of Absence without further process. If the Vice President for Student Affairs concurs with the opinion that the student should leave the College, the Vice President for Student Affairs or his/her designee may consult with the student's parent, spouse, or other close relative. If the student (or family member) declines to withdraw from the University, the Vice President for Student Affairs may authorize the withdrawal.

An Involuntary Medical Leave of Absence is normally for a minimum of one semester. A student may apply for re-enrollment with the appropriate documentation to be provided following the Leave of Absence period.