

Administrative Withdrawal Policy

Mayville State University expects students to be active and engaged in their own learning process by attending all courses for which they are registered, displaying a serious academic effort, and acting in a manner that is in accordance with an academic environment while attending courses. The University has the authority to administratively withdraw a student from a single course, multiple courses, or to fully revoke a student's registration at any time during a semester or term for failure to comply with established academic standards. The policy will be applied in a student-friendly manner that balances student accountability and academic integrity, while respecting the student's individual academic situation and concern for the student's well-being.

A student may be administratively withdrawn from the University at any time either during the current enrollment session through either the Dean of Students and/or Vice President for Academic Affairs, in coordination with the Director of Academic Records, Director of Financial Aid, and Business Office Controller. Requests for an administrative withdrawal may be initiated by an instructor, an advisor, an appropriate administrator, or directly by the student. If it is determined that an administrative withdrawal may be warranted, the process in MP585 Administrative Withdrawal Procedure may be implemented.

Adopted: September, 2016

Revised: October 27, 2025

Sponsor: Dean of Students and Vice President for Academic Affairs