



Physical or Financial Hardship Withdrawal Policy

Olivet Nazarene University seeks to assist those that have experienced a physical or financial hardship that leads to the student's need to withdraw from the University in the middle of a term. Examples of physical or financial hardship may include:

- Serious injury or illness
- Chronic illness
- A medical issue of a family member in which the student has to become a part-time or full-time caretaker of that family member
- A mental health condition
- A sudden or consistent lack of transportation issue
- A significant cost of living increase

Students seeking assistance from the University under the physical or financial hardship policy must provide third-party documentation of their situation to the Dean of Student Persistence for approval. Examples of documentation will vary depending on the situation, but may include notes from a licensed healthcare professional, medical bills, police reports, copies of a lease or utility bills, etc. Supporting documentation or a request for an extension must be submitted to the Dean of Student Persistence within 14 days of the student's withdrawal date. Requests submitted after this date will be evaluated by the University on a case by case basis.

If approved, Olivet Nazarene University will ensure that a student's account balance due after billing and financial aid adjustments will not exceed \$3000 for the semester from which the student withdrew. Furthermore, the Office of Student Financial Services at Olivet Nazarene University will work with the student on establishing a payment plan for the balance due not to exceed 12 months from the student's date of withdrawal. While the student is actively making payments as agreed, the student will not be reported to a collections agency and the student will be permitted to re-enroll with the University provided that they have made satisfactory payment arrangements for any future term estimated balances due.