

Petition For Retroactive Academic Withdrawal (Sex Discrimination)



- Please use this petition to request a retroactive academic withdrawal when the need arises related to a sex discrimination-related concern. For additional information, please see equity.arizona.edu.
- Please file the request within one year from the last day of the class/semester for which the retroactive withdrawal is sought.
- Please submit only one petition for all requested courses *per* semester.
- **Submit this petition as an attachment to an email to equity@arizona.edu.**

Office of Institutional Equity
University Services
Building
(520) 621-9449
equity@arizona.edu

STUDENT'S NAME:

STUDENT IDENTIFICATION NUMBER:

UA EMAIL ADDRESS:

PHONE:

COLLEGE/MAJOR:

STEP 1: Choose: _____ Complete Retroactive Withdrawal _____ Partial Retroactive Withdrawal

STEP 2: Choose:

Semester (circle just one)

Year _____

List course(s)

Example: General Microbiology, MIC 205A

Fall

Winter

Spring

Summer Pre-Session

Summer I

Summer II

STEP 3: Personal Statement: Attach a clear and concise explanation of your request. Include examples of the challenges you experienced related to the relevant discriminatory action or event that occurred, and how the discriminatory action or event affected your ability to succeed academically, including any examples. You may attach other documents if you believe they support your request.

STEP 4: Please check the box

I have met with my academic advisor about a withdrawal and understand its impact on my educational program.

STEP 5: Sign and Date This Document.

Sign here: _____ Date here: _____

Approved by (printed name) _____ Title: _____

Signature _____ Date: _____ Approve _____ Deny _____

For office use only

Approved Denied Approved Recon Denied Recon

Processed by _____ Date _____ Degree ckout term _____

FILING A GENERAL PETITION FOR TITLE IX-BASED REASONS

- Grade appeals and financial requests have separate processes and cannot be addressed by filing this petition.
 - The time limit for filing a retroactive withdrawal is one year from the last day of class of the semester for which the retroactive withdrawal is sought. If a student demonstrates good cause for being unable to file a petition within this one year period, then the time period may be extended.
 - Even if a student's request is supported by medical records, the student is advised NOT to submit medical records unless/until they are requested by University officials; additionally, the student is advised that, in some cases, the petition may be referred to Campus Health and Wellness administrators for processing.
- The student is welcome to call (520) 621-9449 or email equity@arizona.edu for additional
- guidance or assistance with the petition process.

The student's completed petition will be carefully reviewed. Additional information may be requested.

A determination will be made in accordance with applicable University policies. Improperly prepared petitions may be returned for correction, creating a potential for delay.

IMPORTANT INFORMATION FOR STUDENTS ABOUT RETROACTIVE WITHDRAWALS

Before you request a retroactive academic withdrawal, you should consider how a withdrawal may affect your financial aid and other educational expenses. Depending on when you request and receive your withdrawal, you may still have the responsibility to repay financial aid you received for the semesters covered by the withdrawal period, even though you will not receive academic credit. You may also have a continued obligation to pay for other expenses and costs, such as housing, food, and books. A withdrawal could impact your ability to receive future financial aid. We encourage you to speak with a financial aid counselor to learn about how a withdrawal might impact your financial responsibilities.

The University of Arizona is not responsible for any financial loss or repayment obligations you incur as a result of withdrawing from classes. You are responsible for determining how a withdrawal will effect you and your financial guarantors.