



## Leave and Withdrawal Policy

<b>Policy Number:</b>	AA 03-016: Formerly Withdrawal or Withdrawal from School
<b>Policy Administrator:</b>	Provost and Vice President of Academic Affairs
<b>Policy Initiator:</b>	Registrar
<b>Authority:</b>	<a href="#">CSU Executive Order 1037</a> óGrading Symbols, Minimum Standards Governing the Assignment of Grades, Policies on the Repetition of Courses, Polices on Academic Renewal, and Grade Appeals.
<b>Effective Date:</b>	March 6, 2000
<b>Revised Date:</b>	March 4, 2021
<b>Approved:</b>	President Thomas A. Cropper
<b>Approval Signature:</b>	/s/

**Purpose:**

This policy provides guidance regarding leaves and withdrawals from California State University Maritime Academy (Cal Maritime). This policy is meant to align with policy AA 03-005 Withdrawal from a Course.

**Scope:**

This policy applies to all cadets currently enrolled at Cal Maritime.

**Accountability:**

The Office of the Registrar is responsible for administering this policy and ensuring compliance.

**Policy:**

It is the policy of Cal Maritime to allow cadets to withdraw or take a leave of absence within the procedures outlined below.

**Definition of terms:**

**A. Withdrawal**

Resignation from University

**B. Leave of Absence**

Cadet intends to retain their academic catalog rights and must return within one calendar year of their term of leave.

**C. Serious and Compelling**

For the purpose of y kj f tcy cncpf ngcxg qhcdugpeg, CcnMctkko g f ghpgu õugtqw cpf eqo r gnpi ö

