

Withdrawal of Study (Apology)

When a student doesn't complete his/her study of courses for an academic semester or academic year they are already enrolled in.



Students are not allowed to submit a withdrawal or postponement of study request during the joint first-year program or the first foundation year in the college.

Terms and conditions of withdrawal of Study (Apology):

01 The maximum number of times for a withdrawal of Study (Apology) are as follows:

Semester-based academic system (Bachelor)	Semester-based academic system (Diploma)	Year-based academic system (Bachelor)
Two semesters.	One semester.	One academic year.

02 It must be submitted no later than the end of the 14th week of the academic semester for the semester-based system and the 26th week of the academic year for the year-based system.

03 Students applying for an Apology must commit to attending their classes until their request is approved by the college.

What are the consequences of withdrawal of Study (Apology)?



The request cannot be cancelled after the approval of the college.



It disrupts the academic study plan and the enrollment of courses in following semesters.



The remuneration is suspended starting from the start date of the apology request.



The student is given a grade (W) in all his/her enrolled courses during the discontinued academic semester.



It is calculated within the study duration and the maximum period for graduation*.



Failing to attend regularly until the application is approved may lead to a denial (DN), which affects the grades of enrolled courses and thus lowering the student's GPA.

Withdrawal of study (Apology) requests must be submitted through the Student Information System (SIS) in accordance with the academic calendar announced on the university's website.

* **Study duration** | The number of academic years or semesters that are counted within the period spent as a student according to the program's study plan.

* **Maximum period for graduation** | Students must complete the graduation requirements within a maximum period of half of the period stipulated for their graduation in addition to the standard duration of the program.



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Steps of an Apology Request



“ The semester is automatically activated in the Students Information System after the Apology semester ends. ”



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The Difference Between Postponement of Study and Withdrawal of Study (Apology)



Students are not allowed to submit a withdrawal or postponement of study request during the joint first-year program or the first foundation year in the college.

Postponement of Study

The student does not enroll in any course for the academic semester or academic year with the request of the student.

It is not calculated within the study duration and the maximum limit to graduate*.

The request is submitted no later than the end of the 2nd week.

Postponement period for the year-based system (College of Medicine only) starts from the 1st week until the end of the 4th week.



Withdrawal of Study (Apology)

The student doesn't complete his/her study of courses for an academic semester or academic year they are already enrolled in.

It is calculated within the study duration and the maximum period for graduation*.

The period of apology requests starts from the 3rd week until the 14th of the semester-based system.

The period of apology requests starts from the 3rd week until the end of the 26th week of the year-based system.

Requests are submitted electronically through the Student Information System and they are subject to the approval of the college.

“ Students are advised not to submit any of these requests to avoid consequences, such as the delay of graduation; except for necessity in the event of an inability to regularly attend classes. ”

* **Study duration** | The number of academic years or semesters that are counted within the period spent as a student according to the program's study plan.

* **Maximum period for graduation** | Students must complete the graduation requirements within a maximum period of half of the period stipulated for their graduation in addition to the standard duration of the program.



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