

Enrollment Status Changes

To stay in good standing when voluntarily withdrawing from Garrett-Evangelical, completion of the change of status form is required. Such changes could include a temporary leave for a semester, the completion of all degree requirements before graduation, or a permanent withdraw. **All students graduating or withdrawing** must complete an exit interview with the registrar.

a) **Inactive Status**

Degree students who do not register for 2 consecutive semesters during the academic year will have their status changed to inactive. **To stay in good standing**, the student should complete the enrollment status form available in the registrar's office.

b) **Leave of Absence or Withdrawing from Seminary**

Students who require an approved leave of absence or are withdrawing permanently from Garrett-Evangelical **are required to complete the change of status form.**

c) **Reinstatement**

In order to resume studies at Garrett-Evangelical after a temporary leave or withdrawal, a letter requesting reinstatement is required. The request letter must be addressed to the director of academic studies/registrar prior to the term when one expects to register. If a student is in good standing and the time limit on the degree has not expired, the director of academic studies/registrar will reinstate the student into the same degree program. If the time limit for degree completion has expired or the student exited the seminary other than in good standing the student must reapply to the degree program through the admissions office in order to resume studies.