

NORTHWOOD TECHNICAL COLLEGE  
OCCUPATIONAL THERAPY ASSISTANT  
STUDENT POLICIES

## **WITHDRAWAL FROM OTA PROGRAM COURSEWORK**

Northwood Tech student policy allows for the withdrawal from a course up until 80% of the course has been completed.

Notes:

- A student may lose eligibility for financial aid the following term
- A student should meet with a Northwood Tech financial aid advisor before withdrawing
- A student should inform their instructor before withdrawing

Withdrawal from OTA program courses is discouraged and should only occur under extenuating circumstances, which prevent the OTA student from finishing the semester successfully.

If an OTA student or Pre-OTA student withdraws from the same course two times, the two withdrawals will be considered a failure in that course. The two-withdrawal failure will then apply to the OTA fail/repeat policy.

Since OTA courses in each semester are co-requisites of each other, if a student withdraws from one core (514-xxx) course, the student must withdraw from all OTA core (514-xxx) courses in that semester.

### **Withdrawal Form**

If you choose to withdraw from a course, be sure to complete the "[Withdrawal from the OTA Program](#)" form. This will help us to gather information regarding your decision to withdraw, which is useful in OTA planning processes.