



Dear Healthcare provider:

Your patient was approved for an extenuating circumstances withdrawal from East Carolina University due to medical concerns. When a student is approved for a withdrawal, a medical tag is placed on their official records that prevents them from returning to school unless they formally petition to return through the Dean of Students Office. As part of the petition process, our office will need sufficient medical documentation that addresses the student's current health status. Below you will find specific guidelines that the Extenuating Circumstances Withdrawal committee utilizes during their review process. Each bullet should be answered to the best of your abilities

- **Diagnosis or list of diagnoses related to the reason student was withdrawn or is currently being treated**
- **Any pertinent information regarding their treatment plan (including information on all relevant treatment modalities) and degree of compliance with treatment**
- **All dates of appointments including any pending appointments**
- **Hospitalizations (if any) and duration of stay**
- **Your best clinical judgment of student's ability to return to full-time student and function in an academic setting**
- **Any limitations/restrictions upon the patient's return to campus**

The documentation can be mailed to the address listed below or faxed to (252) 328-9174. (Attention: Stacy)

Dean of Students Office
Attention: Stacy Zimmerman
125 Umstead Hall
East Carolina University
Greenville, NC 27858-4353

Please do not hesitate to contact me at (252) 737-4781 with any questions or concerns you may have.

With regards,

A handwritten signature in black ink that reads "Stacy Zimmerman, MSW".

Stacy Zimmerman, MSW
Case Manger