



Windsor Law
University of Windsor

Policy Title: Enrolment and Withdrawal Policy for Clinical and Experiential Learning Placements

Office with Administrative Responsibility: Academic Coordinator

Background

Windsor Law recognises that students who agree to a clinical or experiential learning placement take on unique professional and academic responsibilities. This policy is intended to acknowledge the unique nature of clinical and experiential learning placements and to improve communication between the placement site, the university and the student.

Application / Scope of Policy

This policy applies to students enrolled in a clinical or experiential learning placement at Windsor Law. This includes all for-credit placements involving clients including CLA, LAW, the Externship Program, Project Based Externship Placements, the Class Actions Clinic, and other clinical opportunities at Windsor Law. This does not include experiential learning courses such as Civil Trial Advocacy, the Windsor Practice Simulation, and so on.

Exceptions to Policy

None.

Policy Statement

Students must receive express, written permission of their instructor or professor before being either enrolled or withdrawn from a clinical placement. Students will be permitted to withdraw where there is a valid reason to do so (ie. compassionate or medical grounds, scheduling conflicts, or other exceptional circumstances that may arise). This policy applies both before the add/drop date as well as withdrawing from the program after that date. Where the student is withdrawing after the add/drop date, the matter will proceed to the Academic Status Committee for determination (in consultation with the course instructor or professor).

Commentary

Once a student accepts an offer to enroll in a clinic or experiential learning opportunity, the student is expected to follow through with their commitment to the specific program. We urge students to finalize their course schedules as early as possible as extensive arrangements often need to be made to replace a student who “drops” the program.