

# SEAS ONLINE PROGRAMS

## LEAVE OF ABSENCE REQUEST FORM

Gwid	LAST NAME	FIRST NAME	EMAIL ADDRESS
SCHOOL	STUDENT LEVEL	STUDENT MAJOR/DEGREE	REQUESTED REGISTRATION STATUS
SEAS-Online Programs	Graduate		Leave of Absence

### Leave of Absence

A degree student who finds it necessary to interrupt active pursuit of the degree may petition his or her advising office for a leave of absence for a specific period of time, generally limited to one calendar year. A degree student who discontinues active enrollment in degree studies without being granted a leave of absence, or a student granted a leave who does not return to active study at the close of the period of approved absence, must apply for readmission and be subject to the regulations and requirements then in force. The right to the use of university facilities is suspended while the leave is in effect.

I am requesting a leave of absence for the following reason (indicate only one):

- Receive medical/mental health treatment
- Family emergency (immediate family)
- Active Duty Military deployment

Session (select one)	Year
Spring-1	
Spring-2	
Summer	
Fall-1	
Fall-2	

*I understand and acknowledge that there may be a \$35 registration per semester for a leave of absence.*

STUDENT	
Signature _____	Date _____

AUTHORIZED SCHOOL OFFICIAL	
Prior to start of the semester OR Effective Date: ____/____/____	
Signature _____	Date _____