

LEAVE OF ABSENCE

Please complete this form if you require a leave of absence during one fall or spring semester. Leaves of absence are granted for one semester only; normally, no more than two leaves of absence will be granted during a student's enrollment in the program. If you require more than two semesters, you may withdraw from the program in good standing and apply for readmission when you are ready to return.

You will need to complete a readmission application at your home college before resuming studies. Please consult your home college Registrar for more information.

NAME ON RECORD _____

BANNER ID NUMBER _____ HOME COLLEGE _____

E-MAIL ADDRESS: _____

SEMESTER ON LEAVE: Fall 20____ Spring 20____

REASON FOR LEAVE OF ABSENCE:

SIGNATURE: Please sign and date this form. No leave of absence can be granted without your signature.

Signature

Date