



Leave of Absence

To petition for a leave of absence, a student must meet with the Program Director/Dean/MMDSON Director of Student Affairs and complete the Leave of Absence (LOA) Form. Conditions of the leave of absence are handled by the individual programs with review by the Dean. See *the Catalog* for detailed information.

- Students must be in good academic and professional standing to be considered for Leave of Absence (LOA).
- Documentation of mitigating circumstances **must** be provided and attached.
- Must be fully accepted to the University prior to requesting an LOA.
- One LOA per student is permitted.
- LOA will not be granted for longer than 180 days.

Last Name: _____ First Name: _____ Initial: _____

Current Address: _____

Daytime Telephone: _____ Email: _____

Program: _____ Student ID Number: _____

LOA Information:

Reason: Medical Personal Military Bereavement Other

Requested Semester for Leave Of Absence: From: _____ To: _____

Brief Explanation:

Student Signature: _____ Date: _____

Program Use Only

Approved Dates: From: _____ To: _____

Not Approved

Dean/Program Dir./MMDSON Dir. Of Student Affairs Signature: _____ Date: _____

Powercampus User Only

Signature: _____ Date: _____

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