



THE UNIVERSITY OF ARIZONA

Graduate College

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GRADUATE STUDENT LEAVE OF ABSENCE

The Status, **Graduate Student Leave of Absence**, may be approved for one semester or one year for students in graduate programs. *Graduate students who do not return at the end of the approved leave or students who do not enroll for a semester without being granted official leave of absence will be considered to be making unsatisfactory academic progress and will be subject to discontinuation from their program. Use of University facilities is suspended while on leave. Student insurance is not available while on **Graduate Student Leave of Absence**. The time allotted toward your degree is not extended when you are on a Leave of Absence.*

Note: The enrollment status of a student on a **Graduate Student Leave of Absence** will be reported to lenders and loan servicing entities as 'not attending'. If you have a student loan, you are advised to contact your lender for information about your rights and responsibilities regarding repayment.

Student ID Number:	
Name and Full Local Address (below)	Date:
	Telephone:
	Email:
	Degree:
	Major:

Last Semester Enrolled: (Spring, Fall, Summer I, Summer II, and year):/	
REQUEST PERIOD OF TIME FOR THE LEAVE OF ABSENCE	
First semester:	Second Semester: (if applicable)
Returning Semester:	
Expected Graduation Date:	
Reason for Leave:	
<input type="checkbox"/> Medical (Do NOT attach documentation. We will request it if needed.)	
<input type="checkbox"/> Other (Please explain)	

Student Signature	Date
<i>Medical documentation in support of a medical leave should be forwarded to the Campus Health Service and not to the department. If non-medical, this form goes to student's department for recommendation. After recommendation, this form is returned to Degree Certification, Admin 316 for final recommendation.</i>	

DEPARTMENT RECOMMENDATION			
X			
Graduate Advisor Signature	Approved	Denied	Date
X			
Dir.Grad.Studies/dept.head	Approved	Denied	Date

GRADUATE COLLEGE RECOMMENDATION			
X			
Graduate College Signature	Approved	Denied	Date