

Student Request for Leave or Return from Leave of Absence (LOA)

(not to be used for Military LOA)

Students may request a leave of absence (LOA), which must be approved by the college. If granted, the student will be allowed to remain out of school for no more than one academic year. For example, if a student completes the fall term and is granted a leave of absence beginning the next spring term, the student may remain on leave of absence for the spring semester, the summer session and the following fall semester, but enrollment will be required by the next spring semester. If a student does not reenroll for a term, a leave of absence must be granted or readmission will be required for future enrollment.

Upon completion, submit this form to the Office of the Registrar Health Campus at registrar.health@ou.edu

STUDENT INFORMATION

Student's Name (Last, First, Middle)

Student ID

College

Program

Date of Request

Year in Program

Expected Graduation Date

REQUEST FOR LEAVE OF ABSENCE

Last Day of Class Attendance

Begin Date of LOA (if not last date of attendance)

Anticipated Return Date/Term

Reason for Leave of Absence:

Academic

Financial

Medical/Health

Personal

Other (please describe below)

Have you received federal student financial aid funds?

If yes, after 180 days of LOA, you will begin using the grace period on student loans.

Yes

No

REQUEST FOR RETURN FROM LEAVE OF ABSENCE

Student will have to reapply to the program if leave of absence exceeds one academic year.

Select one:

Full time

Part time

Select one:

In Full Standing

On Probation

Last Year and Term Enrolled

Year and Term of Return

AUTHORIZATION

Student Signature

Date

College Dean or Designee Signature

Date

ADMINISTRATIVE USE ONLY

Processed By

Date

Comments