

**GRADUATE STUDENT LEAVE OF ABSENCE
GRADUATE DEGREE CERTIFICATION
THE UNIVERSITY OF ARIZONA**

The Status, **Graduate Student Leave of Absence**, may be approved for one semester or one year for graduate degree program students. *Graduate students that do not return at the end of the approved leave or students that do not enroll for a semester without being granted official leave of absence will be considered to be making unsatisfactory academic progress toward degree completion and will be subject to conversion to non-degree status. 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:	
_____ Medical (Do NOT attach documentation. We will request it if needed.)	
_____ 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