

Leave of Absence

Graduate students are expected to be enrolled in their program of study, as defined in the Minimum Requirements for Graduate Enrollment policy, to demonstrate progress towards attainment of degree. However, a student may need to take a leave of absence. In those cases, the student must submit a leave request to their graduate program director for approval. Programs are responsible for providing leave of absence approval criteria to their students, including information about the maximum length of the absence. Generally, leaves of absence may not exceed one calendar year (i.e., three consecutive academic semesters). Students who do not enroll for one calendar year regardless of leave status will be deactivated. Students can request reactivation to return (see Continuing Student Admission policy).

Students should also be aware and advised that there may be financial aid implications for taking a leave and are encouraged to speak to their financial aid advisor accordingly. Further, taking leave does not extend the time limit for degree completion or for when a course must be revalidated. Policies on Time Limits and Re-Validation of Out-of-Date Graduate Credits still apply.

Commented [A1]: Deans Policy Committee Review Complete
AALT review complete
Ready for Faculty Senate Review

Commented [A2]: Should this be clarified for medical students?

Commented [A3R2]: Anca and Don please comment

Commented [A4R2]: this is ok and applies to all graduate students. Medical school students have their own policy.

Commented [A5]: Same background here. Leave of absence used to be just for ABD students at ODU. Now leaves are possible for any kind of graduate student. The program handbooks will become very important for grade forgiveness and leave of absence criteria.

Deleted: regularly active (i.e., in their programs of study to demonstrate sufficient progress toward the degree (e.g., being

Deleted: registration

Deleted:)

Deleted: in their program of study

Deleted: .

Deleted: there may be circumstances during which

Deleted: s

Deleted: information

Deleted: on leave of absence approval criteria

Deleted: s

Deleted: do

Deleted: reactivation and admissions

Deleted: policy

Formatted: Highlight

Deleted: the

Deleted: (the

Deleted: policies

Deleted:)

Deleted: A candidate who finds it necessary to be excused from registration for a semester must report formally, before the beginning of the semester, to the dissertation committee and the graduate program director and request by petition a leave of absence using the Leave of Absence from Doctoral Program form. A leave of absence may not exceed one year and may not be repeated. During a leave of absence, the candidate will not be entitled to assistance from the dissertation committee or to the use of University facilities. The granting of leave of absence does not change the candidate's responsibility for meeting the time schedule for the completion of degree requirements.