



MILITARY LEAVE OF ABSENCE REQUEST

Students must fill out a Military Leave of Absence form if the student is called to active duty during the academic semester.

A Military Leave of Absence may affect future financial aid. Please see the Office of Financial Aid.

A Military Leave of Absence form is not equivalent to a complete withdrawal. This is a separate process which must be completed in the Office of the University Registrar.

Student Name: _____ Student Number: _____

Address: _____ Telephone Number: Home _____
Work _____

Major: _____ Full-time _____ Part-time _____

LAST TERM IN ATTENDANCE: Fall _____ Spring _____ Summer _____ YEAR _____

TERM OF ANTICIPATED RETURN: Fall _____ Spring _____ Summer _____ YEAR _____

PERIOD OF TIME FOR WHICH LEAVE IS REQUESTED: _____

REASON FOR LEAVE: Active Duty _____

Student Signature: _____ Date: _____

APPROVALS

Student Accounts: Clearance Yes _____
No _____

Signature: _____ Date: _____

Dean of Student Affairs: Clearance Yes _____
No _____

Signature: _____ Date: _____

Office of the University Registrar: Clearance In good standing _____ May return on probation _____
Not permitted to return _____

Signature: _____ Date: _____

Veterans Counselor: Clearance Yes _____
No _____

Signature: _____ Date: _____