

Medical Leave of Absences

When seeking a medical leave of absence, students must submit to the Associate Provost a paper copy of their request to take a leave of absence for medical reasons no later than seven class days prior to the last day of classes; students should consult the current academic calendar for withdrawal deadlines. To be approved, leave for medical reasons must be certified by a licensed health professional via a letter on the health professional's letterhead (sent to the Associate Provost) with sufficient explanation as to the medical justification for the student's leave of absence.

Medical leave of absences approved by Academic Standards are designated as W (Withdrawn). The Committee on Academic Standards will also require a student receiving a medical leave of absences to provide a letter by a licensed health professional on the professional's letterhead stating that the student is ready to return to a college environment. This should also be sent to the Associate Provost. In order for a student who has received a medical leave of absences to return for the following semester, this letter should be received by the Associate Provost two days before the start of the next semester's classes. Any student who has been gone from the College for at least two full semester must apply for readmission in order to return. See Readmission of Students in this catalog.