



# Leave of Absence Reinstatement

## Related Policy:

- [Leave of Absence and Reinstatement from a Leave: Graduate Students](#)

## Frequently Asked Questions

### 1. Are students required to register during the period of an approved leave?

No. Students ~~do not are not required to~~ register at any time during the period of their college-approved leave of absence.

### 2. Are students required to pay tuition and fees while on a leave of absence?

No. Tuition and fees will not be charged for the period during which a student is on a college-approved leave of absence. ~~However, students granted a leave of absence are not eligible for enrollment deferral for the repayment of government or private student loans.~~

### 3. Are students who are granted a leave of absence eligible for enrollment deferral for repayment of government or private student loans.

No.

### 3.4. Will the terms during which students are on a college-approved leave of absence be counted by their programs or colleges when evaluating degree progress expectations or degree completion deadlines? Are the terms of a college-approved leave of absence included in evaluations of degree progress or calculated in degree-completion deadlines?

No. A college-approved leave of absence is not counted toward a student's time to degree and does not require the student to make degree progress during the period of the leave.

### 4.5. May Can students continue to use research or and other facilities during an approved leave?

No. During the period of an [college-approved](#) leave of absence, students [cannot may not](#) use student amenities and services, laboratories, equipment, and other research facilities, nor [can may](#) they use the services of faculty or administrative staff, except as may be needed to return to active status.

**5.6. ~~Are student's eligible to continue~~ [Can students on a college-approved leave of absence continue](#) their coverage under the Graduate Assistant Health Plan (GAHP) or the Student Health Benefit Plan (SHBP)?**

Eligibility for coverage on each program is contingent on student status. Students no longer eligible for the GAHP have the option of continuing coverage at their own expense for up to 18 months. Students enrolled in the SHBP have continuation options through Blue Cross and Blue Shield. Students should contact the Office of Student Health Benefits for specific details about continuation of coverage options for either program.

**6.7. ~~Can May~~ international students take a leave of absence?**

Yes. However, a leave of absence for international students is subject to SEVIS regulations and requires completion of additional forms. All international students considering a [college-approved](#) leave of absence must consult *International Student and Scholar Services*.

**7.8. ~~What is a unit's obligation to approve a student leave of absence?~~**

Units should refer to other relevant University policies regarding leaves for University employees, including graduate assistants. If the student is not a University employee, units are encouraged to make reasonable efforts to accommodate requests for leaves related to illness, death, the birth or adoption of a child, or voluntary military service.

**8.9. ~~What is a unit's obligation to reinstate a student who has been on an~~ [college-approved](#) leave of absence?**

Units should make every effort to reinstate a student following a [college-approved](#) leave of absence and should provide appropriate advising to help reintegrate the student to the graduate program.

**9.10. ~~What happens to grades in a course~~ if a leave of absence occurs during a semester?**

If a student must take a leave of absence during the semester, the student ~~would be is~~ unenrolled for that semester, ~~would~~ loses their tuition and fees for the term, and ~~does would~~ not receive credit for their coursework. ~~If the leave occurred near the end of the semester and the student met the conditions for receiving grades of Incomplete, the student might wish to take grades of Incomplete. The student would need to follow current policy for making up Incompletes. The leave of absence would not affect the timeframe allowed for making up "I" grades.~~

**11.** What happens if a leave of absence occurs toward the end of a semester?

If the leave occurs near the end of a semester, the student can pursue taking Incompletes for courses in accordance with the University's Grading and Transcripts policy, and follow the policy with respect to completing the courses. The leave of absence does not affect the timeframe allowed for making up "I" grades.

**10.12.** **How are the start- and return-dates for a leave of absence determined?**

~~Start- and return- dates~~ Start- and return- dates for college-approved leaves of absence are term specific. The start date is the first day of the term for which the college-approved leave of absence begins – regardless of the timing of the leave request. The return dates is the first day of the term immediately following the expiration of the college-approved leave of absence (excluding summer).

**11.13.** **Can I a student return from an approved leave of absence earlier than the approved date ~~approved for my leave~~?**

Yes. Graduate students may be reinstated for any term prior to, but no later than, the term immediately following the expiration of the leave (excluding summer). Students must confer with their DGS director/s of graduate studies, advisor/s(s), and college office/s prior to the expiration of their college-approved leave of absence to discuss the term of their reinstatement, any conditions related to resuming their studies after the leave, and to obtain required signatures of approval. Students must be reminded that leaves of absence are term specific, even in instances of early reinstatement; i.e., the first day of a term is always used to define the leave of absence return-date.

**12.14. Can a student return from a leave of absence after a semester has already started?**

In general, no; students ~~may not~~ cannot return after the semester has started and should time their reinstatement accordingly. However, if circumstances preclude this and the student returns ~~very early in the semester,~~ reinstatement within the first two weeks of the semester, reinstatement may be possible if the student's ~~adviser, DGS,~~ advisor/s, director/s of graduate studies, and college/s agree.

**15. What is required for reinstatement from a leave of absence?**

Students with a college-approved leave of absence are eligible for reinstatement if they notify their college via the Leave of Absence Reinstatement Request form prior to the term in which they intend to enroll; they enroll no later than the term immediately following the expired leave (excluding summer); and they return to the same major and degree objective.

**13.16. Can taking a leave of absence affect ~~my~~ student loans, private loans, fellowships, or other financial aid?**

Yes. ~~If you receive~~ Students receiving financial aid from the University, ~~you~~ should talk with their ~~your~~ graduate program/s and/or department/s, Graduate Assistant Employment, Student Financial Aid, International Student and Scholar Services, Graduate School Fellowship Office, and/or a One Stop counselor to learn about any effects a leave of absence might have. ~~If you receive~~ For funding from a source outside the University, ~~the you should talk with that~~ agency/ies should be contacted to learn about any effects a leave of absence might have.

**14.17. How does a leave of absence work for a student who is in a dual (or joint) degree programs offered by ~~in~~ different colleges?**

~~If the student is~~ As with students pursuing two graduate degrees in two different colleges, students pursuing a Board of Regents-approved dual (joint) degree program offered by two colleges must ~~the student will need to~~ request a leave of absence from both ~~colleges~~ under the provisions of this policy. If the student is pursuing a graduate degree and a first professional degree (e.g., J.D. or M.D. degree), the student will need to request a leave of absence from the graduate college under the provisions of this policy and will also need to comply with the leave of absence policy stipulated by the college offering the first professional degree.