

Leave of Absence / Period of Non-Enrollment

REGISTRAR'S OFFICE



Student Name

Student ID

Phone Number

Period of Non Enrollment

☐ Courses needed are not offered

☐ Financial

☐ Other

Please provide brief explanation

Leave of Absence

☐ Medical

☐ Other

Please submit documentation to support your Leave of Absence.

Please read the following and sign:

A student who desires to be absent from the university due to a personal or medical circumstance must submit this application for a leave of absence or period of non-enrollment. If a student is requesting a medical leave of absence, the student must provide medical documentation. If the LOA is approved, the student will be guaranteed readmission at the end of the specified time. If a student has attended another institution, transcripts would be required. Failure to return to Tusculum University from an approved leave of absence will result in a withdrawal from the school. If a student is approved for a leave of absence, their enrollment will be reported as a separation to their loan holder which could cause a student to enter repayment on their federal student loans.

Student's Signature

Date

Advisor's Signature

Date

Dean's Signature

Date

RETURN THIS COMPLETED FORM TO THE REGISTRAR'S OFFICE

OFFICE USE ONLY

Date Entered

By (initials)

Notes

Rev. 12/04/2020