

Request for Academic Leave of Absence

For Current Students | Office of Graduate Studies | University of Nebraska-Lincoln



Students may request an Academic Leave of Absence to suspend the requirement to register for up to one year. For doctoral students in candidacy, an approved Leave allows the student to remain in compliance with the continuous enrollment requirement and extends their program for the approved time. An Academic Leave of Absence may be granted to students for illness or injury, to provide care or assistance for family and dependents, to meet military service obligations, or for other personal reasons.

To apply for an Academic Leave of Absence:

1. Review <https://go.unl.edu/acad-leave> for a full description of purpose, eligibility requirements, caveats and impacts, and procedures for leaving and returning.
2. To be sure you understand your individual impacts and possible alternatives, consult:
 - Your graduate program chair and faculty advisor, to determine whether a Leave is the most appropriate course of action.
 - *If international*: International Student and Scholar Office.
 - *If receiving financial aid*: Office of Scholarships and Financial Aid.
3. Fill out this form and obtain all required approval signatures, then submit the completed, signed form to Graduate Studies.

STUDENT INFORMATION

First/Given Name	_____	Email Address	_____
Middle Name	_____	Phone Number	_____
Last/Family Name	_____		
NUID Number	_____	Mailing Address	_____
		City State Zip	_____
Program/Major	_____		

LEAVE REQUESTED

I request leave for the following term(s):

- Fall Semester _____ (year)
- Spring Semester _____ (year)
- Full Academic Year _____ (year)

For the term(s) indicated I am, have been, or expect to be:

- Yes No Enrolled in one or more classes.
- Yes No Receiving assistantship and/or fellowship funding.
- Yes No Receiving financial aid.
- Yes No Residing in University Housing.

I expect to return and resume my UNL academic program on _____ (mm/dd/yyyy).

I understand that University services will be unavailable to me during my leave.

Signature, Student

APPROVAL SIGNATURES

Upon approval, Graduate Studies will send copies of this form to the student, advisor, and program and retain a copy in the student file.

Signature, Supervisory Committee Chair/Advisor

Date

Signature, ISSO (required for international students only)

Date

Signature, Graduate Committee Chair

Date

Signature, Dean of Graduate Studies

Date

Revised 2018/01