

Doctoral Program in Educational Leadership
Request for Academic Leave of Absence

Policies on leaves

Candidates should enroll in the Doctoral Program with the intention of committing to three years of study, including summers. Candidates in good standing with serious unforeseen problems that prevent their continuous enrollment, such as health or family emergencies, may take a leave of absence for two semesters. Candidate considering a leave should consult with his/her advisor or Dissertation Committee Chair to develop a plan and if indicated, file this form. Candidates with leaves of absence may encounter delays completing the program since not all courses in either the PreK-12 or Community College Leadership Program are offered each semester. All candidates, including those with leaves of absence, must complete requirements for the degree within 7 years from initial enrollment date.

Name _____

Cohort: P-12 School Leadership Community College Leadership

Began program: _____ Semester _____ Year _____

Beginning leave (only one semester's leave per sheet):

Fall Spring Summer of 20_____

Reasons for request (you may attach a letter if you prefer):

Student signature _____ Date [Click here to enter a date.](#)

Leave recommended Leave not recommended

Signature of advisor or Dissertation Chair _____ Date [Click here to enter a date.](#)

Leave granted Leave denied

Signature of Program Director _____ Date [Click here to enter a date.](#)