GW LAW

DEAN OF STUDENTS OFFICE

REQUEST FOR ONE SEMESTER LEAVE OF ABSENCE

(Requests for more than one semester must be made to the Academic Scholarship Committee)

Date: _____

Name: _____

First **M.I.** **Last**

GWID: _____ **E-Mail:** _____

Phone: _____ **Year:** ☐ 1L ☐ 2L ☐ 3L ☐ 4L ☐ LLM ☐ SJD

Status: ☐ **Full-time** ☐ **Part-time** **Inn:** _____

☐ **Joint Degree JD** - _____

Leave is requested for the ☐ **Semester of 20____.**

Please state the basis for the Leave of Absence. Attach any supporting documentation.

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_____

Have you requested a leave of absence before? ☐ **Yes** ☐ **No**

If yes, was it granted, why, and for how long?

_____

Per University Regulations and the ***GW Law Bulletin***, a leave of absence will impact a student's financial aid, including automatic forfeiture of merit scholarships. (*See GW Law Bulletin*, **Leave of Absence** section). Recipients of federal student loans may be subject to a *pro rata* calculation of the loan funds which The George Washington University must return to the U.S. Department of Education. Based on the date of the student's leave of absence under the University academic calendar, the student may owe the University a resulting balance. (*See Law Bulletin,* **Withdrawals and Refunds** section). Please contact the Law School Financial Aid Office to discuss the impact of a leave of absence on your financial aid funds.

A student who has been granted a leave of absence must comply with the University's registration procedures for maintaining continuous enrollment. (*See Law Bulletin*, **Leave of Absence** section). Any student who does not maintain continuous enrollment will be required to petition the Academic Scholarship Committee for readmission. (*See Law Bulletin*, **Continuous Enrollment; Readmission** sections).

Signature of Student: _____ **Date:** _____

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Dean of Students Action: ☐ **Approved** ☐ **Denied** **Date:** _____

Signature of Dean of Students: _____

cc: ☐ **Financial Aid,** ☐ **Records Office,** ☐ **Career Center**