



Student Request to Return from a Leave of Absence or Withdrawal

Student Name: _____

Banner ID: _____

I am requesting to return from an approved Leave of Absence.

Starting Date of Leave: _____

Ending Date of Leave: _____

Returning to Class of: _____

Ending Date of Last Rotation: _____

Please obtain the following signatures and documentation as indicated:

1. Clinical Education (for students who have completed their preclinical curriculum)

I have met with the student to verify they have met rotation requirements and set a timeline for resuming rotations.

Manager of Clinical Education

Date

2. Financial Aid

I have met with the student and explained the impact of this request on student loans and repayment status.

Director of Financial Aid

Date

3. Director of Academic Success

I have met with the student to discuss strategies to successfully return from the leave or withdrawal.

Director of Academic Success

Date

4. Associate Dean of Academic Affairs

I have met with the student to discuss this request and the impact it will have on the student's academic plan.

Associate Dean of Academic Affairs

Date

5. Interim Dean

I have met with the student to discuss this request and I approve.

Interim Dean

Date

6. Student

I have read the policies addressing a leave of absence and/or a withdrawal in the Student Handbook and Academic Standards Handbook and make this request with a full understanding of the impact it will have on my student loans, academic plan, and other matters. I am providing the following documentation as applicable with my request:

In the case of a medical leave of absence, a letter from a physician or treating mental health provider stating that I have recovered from the illness leading to the leave of absence and I now meet OSU-COM's Technical Standards.

Student

Date

7. Assistant Dean for Enrollment Management

I have met with the student, documented completion and execution of this form, obtained required documents, and will process the request.

Assistant Dean for Enrollment Management

Date