GRADUATE STUDIES LEAVE OF ABSENCE FORM

Purpose: This document serves as a means of officially requesting a graduate studies leave of absence (LOA) from the University of Houston- Graduate College of Social Work (GCSW).

Directions: Read this entire document carefully, then complete the information below. Route the completed form to the Student Affairs Office.

Name (Please Print): ____________________________________________________________

PeopleSoft I.D.: _____________________________________________________________

Email: ______________________________________________________________________

I am requesting a LOA for the_________ semester. And plan to return_________ semester.

__________________________________________________________
Student Signature Date

**************************************************************************For GCSW Use Only**************************************************************************

__________________________________________________________
Advisor Date

Final Action: __________ Approval __________ Disapproval