

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
